

**BOARD OF REGENTS  
MOREHEAD STATE UNIVERSITY**

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**Minutes of Meeting  
of  
March 31, 1986**

The Board of Regents of Morehead State University met for its first regular quarterly meeting on Monday, March 31, 1986, at 9 a.m. in Reed Hall Auditorium (419) in Morehead, Kentucky. Chairman Louie B. Nunn presided.

**I. CALL TO ORDER**

Chairman Nunn called the meeting to order at 9 a.m. and Mr. Wheeler gave the invocation.

**II. ROLL CALL**

The following members were present:

Governor Louie B. Nunn, Chairman  
Governor Edward T. Breathitt, Vice Chairman  
Judge J. Calvin Aker  
Mr. Walter W. Carr  
Ms. Barbara Curry  
Dr. John R. Duncan  
Ms. Margaret Holt  
Dr. Allan Lansing  
Mr. Charles Wheeler

Absent: Mr. William R. Seaton

Also, present for the meeting were Mr. David Bolt, President of the Morehead State University Alumni Association, Inc.; Mr. F. C. Bryan and Mr. Robert Chenoweth, University Legal Counsel; numerous faculty and staff members; and representatives of the media.

Chairman Nunn declared a quorum was present and proceeded with the orders of the day.

### III. RATIFICATION OF ELECTED BOARD OFFICERS

Motion by Governor Breathitt, seconded by Dr. Lansing, that the Board ratify and approve the election of officers at the March 11, 1986, meeting (Governor Nunn, Chairman; Governor Breathitt, Vice Chairman; Mr. Porter Dailey, Treasurer; and Ms. Carol Johnson, Secretary). Motion unanimously carried.

### IV. PRESIDENT'S REPORT

At this point in the meeting, President Reinhard made a Statement of Resignation, a copy of which is attached hereto as **Exhibit IV** and incorporated herein by reference.

Governor Breathitt moved, seconded by Judge Aker, that the Board accept the resignation of President Reinhard, effective June 30, 1986. Motion unanimously carried.

Chairman Nunn appointed, without objection, the following Board members to constitute a committee to draft a resolution to present at the next meeting of the Board concerning Dr. Reinhard's tenure at Morehead State University:

Dr. Lansing, Chairman  
Governor Breathitt  
Judge Aker  
Mr. Carr

Without objection, Chairman Nunn appointed the following two search committees:

#### Interim Presidential Search Committee

Judge Aker, Chairman  
Ms. Curry  
Ms. Holt  
Mr. Carr  
Governor Nunn

#### Permanent Presidential Search Committee

Governor Breathitt, Chairman  
Dr. Lansing  
Mr. Seaton  
Mr. Wheeler  
Dr. Duncan

**V. APPROVAL OF MINUTES OF MARCH 11, 1986, MEETING**

Motion by Mr. Wheeler, seconded by Ms. Curry,  
that the minutes of the March 11, 1986,  
meeting be approved as distributed.  
Motion unanimously carried.

**VI. APPROVAL OF MINUTES OF NOVEMBER 4, 1985, MEETING**

Legal Counsel, Mr. Bob Chenoweth, advised that the Board need not address item VI. He advised however that the items which appeared in VII be taken up by the Board and considered for approval and, if approved, that the approval would be retroactive to November 4, 1985.

**VII. ACTION ON ITEMS APPROVED AT NOVEMBER 4, 1985, MEETING (To be reconsidered at the request of the Board of Regents)**

Chairman Nunn entertained a motion to approve the following items, excluding items J and L, retroactive to November 4, 1985, as follows: *(see November 4, 1985, Minute Book for exhibits)*

- A. Change in 1982 Late Registration Fee for Off-Campus Graduate Students, \$25 to \$5 effective Spring Semester 1986.  
(Additional background information attached to these Minutes and marked Exhibit VII-A)
- B. Deletion of \$10 Application Fee for All Students, effective immediately with credit given for those who paid fee for 1986 Spring Semester or any semester thereafter.  
(Additional background information attached to these Minutes and marked Exhibit VII-B)
- C. Acceptance of 1984-85 Audit prepared by Kelley, Galloway and Company.  
(Audit attached to these Minutes and marked Exhibit VII-C)
- D. Contract for 1985-86 Fiscal Year Audit to Kelley, Galloway and Company pending approval by the Commonwealth of Kentucky Auditor of Public Accounts and the Personal Service Contract Review Committee of the Legislature.  
(Additional background information attached to these Minutes and marked Exhibit VII-D)

- E. Biennial Budget Request for 1986-88.  
(Budget Request attached to these minutes and marked Exhibit VII-E)
- F. Extension of Legal Services Contract with Bryan, Fogle and Chenoweth through June 30, 1986.  
(Additional background information attached to these minutes and marked Exhibit VII-F)
- G. Granting of Easement to Rowan Water, Inc. along entire frontage on the southside of University Farm on Kentucky Highway 377 as illustrated in Exhibit VII-G with final approval by the Division of Real Properties, Executive Department for Finance and Administration, Commonwealth of Kentucky.  
(Additional background information attached to these Minutes and marked Exhibit VII-G)
- H. Authorization to the President and Mr. Dailey to solicit bids and proposals for a fixed asset inventory.  
(Additional background information attached to these Minutes and marked Exhibit VII-H)
- I. Awarding of Degrees for 1985 Winter Commencement Candidates.  
(List of candidates attached to these Minutes and marked Exhibit VII-I)
- K. Resolution Pertaining to Judgment of a Declaration of Rights Lawsuit against Mr. Ed Mabry in regard to 122 mobile homes.  
(Resolution attached to these Minutes and marked Exhibit VII-K)
- M. Personnel Actions (August 13, 1985, thru October 4, 1985).  
(Personnel Actions attached to these Minutes and marked Exhibit VII-M)

Motion by Mr. Wheeler, seconded by Dr. Duncan, that the Board approve and adopt items A-M, excluding J and L for further consideration, retroactive to November 4, 1985. Motion unanimously carried.

**J. Transition Committee consisting of Judge James Richardson, Mr. Harry LaViers, Mr. Walter W. Carr, Ms. Margaret Holt and Dr. John R. Duncan.**

Motion by Dr. Lansing, seconded by Ms. Curry, that the Transition Committee be dissolved. Motion unanimously carried.

**L. Personnel Policy Manual Adjustments and Additions.**

Dr. Lansing moved that section eight (8. **Employee Responsibilities in Political Campaigns or Elections**) be revised and resubmitted to the Board to include a clear statement that employees of the University clarify to others when they are speaking or engaged in political activities that their opinions are those of the private individual and not those of the University. Motion was seconded by Ms. Curry and unanimously approved.

Motion by Judge Aker, seconded by Mr. Wheeler, that section seven (7. **Suspension**) be left removed from the agenda as it was at the November 4, 1985, meeting. Motion unanimously carried.

Motion by Dr. Duncan, seconded by Mr. Carr, that the Board approve the remaining items under L. **Personnel Policy Manual Adjustments and Additions** (1. **Minor Changes**, 2. **Probationary Period**, 3. **Compensatory Time**, 4. **University Benefits**, 5. **Employee Responsibility for University Keys and Property**, and 6. **Academic Freedom and Responsibility**) retroactive to November 4, 1985. Motion unanimously carried.  
(Additional background material attached to these Minutes and marked Exhibit VII-L)

**VIII. DISSOLVEMENT OF MISSION/LONG-RANGE PLAN COMMITTEE RECOMMENDED BY THE PRESIDENT AND APPROVED BY THE BOARD AT MEETING ON APRIL 26, 1985, WITH APPOINTMENTS TO THAT COMMITTEE MADE BY THE PRESIDENT AND FORMER CHAIRMAN OF THE BOARD, MR. MIKE DUNCAN**

Motion by Judge Aker, seconded by Dr. Lansing, that the Mission/Long-Range Plan Committee be dissolved. Motion unanimously carried.

Governor Nunn asked President Reinhard to place this item on the agenda of the next meeting for consideration.

## IX. TENURE STATUS OF SPECIFIC MEMBERS OF THE FACULTY

Chairman Nunn received from the Faculty Senate a Resolution supporting specific members of the faculty regarding their tenure status and directed that the Resolution be filed with the minutes. (Resolution is attached to these Minutes and marked **Exhibit IX**)

President Reinhard made the following recommendation:

### RECOMMENDATION

The minutes of meetings of the Board of Regents at Morehead State University do not reflect a recommendation of the University's President or an approval of the President's recommendation granting tenure during the years 1972 through 1975 to the following faculty members:

<u>Name</u>	<u>Department</u>	<u>Contract Date</u>
Blair, Shirley S.	Education	1974
Brengelman, Russell M.	Physical Sciences	1972
Busroe, Fred M.	Bio. & Env. Sci.	1974
Clark, William T.	Geo., Gov. & His.	1972
Duncan, Gretta A.	Education	1972
Eversole, Richard G.	Bio. & Env. Sci.	1974
Fryman, Johnnie G.	Mathematics	1974
Gould, Robert B.	Geo., Gov. & His.	1972
Grindstaff, Colleta Y.	Education	1974
Gurley, Betty J.	Eng., For. Lan. & Phil.	1975
Hanrahan, John J.	Geo., Gov. & His.	1974
Jackson, Broadus B.	Geo., Gov. & His.	1974
Johnston, Glenn E.	Mathematics	1974
Louder, Earle L.	Music	1973
Lucke, Edward J.	HPER	1972
Mangrum, Jessie R.	Education	1972
Mann, James D.	Mathematics	1974
Miller, Rodney D.	Education	1972
Mueller, Frederick	Music	1972
Osborne, Francis H.	Psychology	1972
Payne, Essie C.	Eng., For. Lan. & Phil.	1973
Payne, John W.	Education	1974
Quisenberry, James E.	Communications	1973
Roberts, Meade S.	Ind. Ed. & Tech.	1974
Rogers, Glenn C.	Eng., For. Lan. & Phil.	1974
Sweeney, Harry F.	HPER	1974
Wells, Sue S.	Education	1972
Wilson, Jack E.	Communications	1972
Young, Don B.	Alumni Relations	1972

The records of Morehead State University establish that the contract of employment of each of the above faculty members

for the year in which they were first eligible for tenure under the policies of this Board of Regents had a provision therein the same as or similar to this statement:

Your length of service with the  
University, at your present rank,  
qualifies you for tenure under  
this contract.

Beginning with the 1981-82 employment contracts for faculty, the form was changed and thereafter for each of the above-named faculty members their annual contract reflected their faculty position to be "tenured."

The then President of Morehead State University signed the employment contract of each of the above-named faculty members for the year in which they were first eligible for tenure, and for each year thereafter. None of the faculty members named in this recommendation have been given notice of the termination of his or her employment.

In order to formalize the granting of tenure to the faculty members named above, pursuant to KRS 164.360, as President of Morehead State University, I recommend that Shirley S. Blair, Russell M. Brengelman, Fred M. Busroe, William T. Clark, Gretta A. Duncan, Richard G. Eversole, Johnnie G. Fryman, Robert B. Gould, Colleta Y. Grindstaff, Betty J. Gurley, John J. Hanrahan, Broadus B. Jackson, Glenn E. Johnston, Earle L. Louder, Edward J. Lucke, Jessie R. Mangrum, James D. Mann, Rodney D. Miller, Frederick Mueller, Francis H. Osborne, Essie C. Payne, John W. Payne, James E. Quisenberry, Meade S. Roberts, Glenn C. Rogers, Harry F. Sweeney, Sue S. Wells, Jack E. Wilson and Don B. Young be given a tenure contract as a member of the faculty at Morehead State University effective retroactively in each instance to the first year each faculty member was eligible under the policies of the Board of Regents to receive tenure status.

#### RESOLUTION

The Board of Regents of Morehead State University having received and considered the recommendation of Herb. F. Reinhard, President of this University, that faculty members Shirley S. Blair, Russell M. Brengelman, Fred M. Busroe, William T. Clark, Gretta A. Duncan, Richard G. Eversole, Johnnie G. Fryman, Robert B. Gould, Colleta Y. Grindstaff, Betty J. Gurley, John J. Hanrahan, Broadus B. Jackson, Glenn E. Johnston, Earle L. Louder, Edward J. Lucke, Jessie R. Mangrum, James D. Mann, Rodney D. Miller, Frederick Mueller, Francis H. Osborne, Essie C. Payne, John W. Payne, James E. Quisenberry, Meade S. Roberts, Glenn C. Rogers, Harry F. Sweeney, Sue S. Wells, Jack E. Wilson and Don B. Young, be granted a tenure contract of employment with Morehead State University retroactively to

the first year in which each of these faculty members was eligible for tenure status with this University under the policies of the Board of Regents, and the Board of Regents having been made aware of the facts surrounding the employment of these faculty members at the time of their eligibility for tenure and during the intervening years.

In order to formally carry out the statutory provisions in Kentucky for the granting of tenure status to these faculty members, on motion of Judge Aker and seconded by Governor Breathitt, **BE IT RESOLVED** by the Board of Regents of Morehead State University

(1) The recommendation of Herb. F. Reinhard, President of Morehead State University, that faculty employees, Shirley S. Blair, Russell M. Brengelman, Fred M. Busroe, William T. Clark, Gretta A. Duncan, Richard G. Eversole, Johnnie G. Fryman, Robert B. Gould, Colleta Y. Grindstaff, Betty J. Gurley, John J. Hanrahan, Broadus B. Jackson, Glenn E. Johnston, Earle L. Louder, Edward J. Lucke, Jessie R. Mangrum, James D. Mann, Rodney D. Miller, Frederick Mueller, Francis H. Osborne, Essie C. Payne, John W. Payne, James E. Quisenberry, Meade S. Roberts, Glenn C. Rogers, Harry F. Sweeney, Sue S. Wells, Jack E. Wilson and Don B. Young, be given a tenure contract of employment retroactive as of the first year in which each of these faculty members became eligible under Board policy to receive tenure, be filed with the minutes of this meeting and this recommendation is hereby accepted and approved; and

(2) Faculty members, Shirley S. Blair, Russell M. Brengelman, Fred M. Busroe, William T. Clark, Gretta A. Duncan, Richard G. Eversole, Johnnie G. Fryman, Robert B. Gould, Colleta Y. Grindstaff, Betty J. Gurley, John J. Hanrahan, Broadus B. Jackson, Glenn E. Johnston, Earle L. Louder, Edward J. Lucke, Jessie R. Mangrum, James D. Mann, Rodney D. Miller, Frederick Mueller, Francis H. Osborne, Essie C. Payne, John W. Payne, James E. Quisenberry, Meade S. Roberts, Glenn C. Rogers, Harry F. Sweeney, Sue S. Wells, Jack E. Wilson and Don B. Young, are hereby each granted tenure contract employment as such with Morehead State University effective retroactively as of the date of their respective contract of employment in the year in which each of them first became eligible under Board policy for tenure status.

The Resolution was approved and adopted with Dr. Duncan asking to be disqualified from voting due to a conflict of interest because of references to Mrs. Duncan in the Resolution.

#### **X. PERSONNEL ACTIONS (March 5, 1986, thru March 20, 1986)**

President Reinhard recommended that the Board approve the personnel actions from the period of March 6, 1986, thru March 20, 1986.



Motion by Mr. Wheeler, seconded by Ms. Curry,  
that the Personnel Actions be approved.  
Motion unanimously carried.  
(Personnel Actions attached to these Minutes  
and marked **Exhibit X**)

#### **XI. QUARTERLY FINANCIAL STATUS REPORT**

President Reinhard recommended that the Board  
accept the financial statements for Morehead State University  
which have been prepared with information as of February 28,  
1986.

Motion by Dr. Lansing, seconded by Mr. Wheeler,  
that the Board accept the financial statements.  
Motion unanimously carried.  
(Financial status report attached to these  
Minutes and marked **Exhibit XI**)

At 10:40 a.m., Chairman Nunn declared a 15-minute recess.

At 11 p.m., the Board reconvened and, without objection,  
Chairman Nunn moved to item **XXI** on the agenda.

#### **XXI. 1986 FOUNDERS DAY/UNIVERSITY SERVICE AWARD**

President Reinhard reported that Governor Martha Layne  
Collins would be the featured speaker at the 1986 Founders Day  
Convocation on April 3 at 10:25 a.m. and provided a schedule of  
events:

7:00 a.m.	Fellowship Breakfast
10:25 a.m.	Convocation and Awards Ceremony
12:00 Noon	Founders Luncheon
1:30 p.m.	Open House (Folk Art Museum)

On the recommendation of the Founders Day Committee,  
President Reinhard recommended that the 1986 Founders Day Award  
for University Service be presented to Mr. Boone Logan of Ashland,  
Kentucky.

Mr. Wheeler moved, seconded by Mr. Carr, that  
the Board approve the President's recommendation.  
Motion unanimously carried.

#### **XXII. APPROVAL OF DEGREES TO BE AWARDED AT SPRING COMMENCEMENT, MAY 17, 1986**

President Reinhard recommended that the Board  
approve the awarding of degrees to all candidates who have  
successfully completed all degree requirements as approved by  
the faculty of the University at the 1986 Spring Commencement  
on May 17.

Motion by Ms. Holt, seconded by Ms. Curry,  
that the recommendation be approved. Motion  
unanimously carried.

**XIX. NAMING OF GRILL IN UNIVERSITY CENTER AS RECOMMENDED  
BY STUDENT ASSOCIATION**

President Reinhard recommended that the University  
Center "Grill" be renamed the "Grub Club" in accordance with  
the recommendation from the Student Association.

Motion by Ms. Holt, seconded by Governor  
Breathitt, that the recommendation be  
approved. Motion carried with Dr. Lansing  
voting nay.  
(Additional background information attached  
to these Minutes and marked **Exhibit XIX**)

**XVIII. PURCHASE AND RELOCATION OF RADIO STATION WMKY ANTENNA**

President Reinhard recommended that bid proposals be  
evaluated to determine the feasibility of increasing the WMKY  
coverage area through the use of a different antenna at a  
greater height on the KET tower located in Morehead and that  
funds for the project be provided in the 1986-87 operating  
budget of the institution.

Secondly, that the University continue to explore  
the possibility of a second (booster) station in the region.

Motion by Mr. Wheeler, seconded by Mr. Carr,  
to approve the recommendation. Motion  
unanimously carried.  
(Additional background information attached  
to these Minutes and marked **Exhibit XVIII**)

**XVII. SALE OF SURPLUS PROPERTY**

President Reinhard recommended that the Board ratify  
the sale of surplus property.

Motion by Ms. Curry, seconded by Dr. Lansing,  
that the recommendation be approved. Motion  
unanimously carried.  
(List of surplus property attached to these  
Minutes and marked **Exhibit XVII**)

**XVI. CONSIDERATION OF BRYAN, FOGLE AND CHENOWETH CONTRACT  
BEYOND JUNE 30, 1986**

President Reinhard recommended that the Board approve an extension of the contract for legal services with the legal firm of Bryan, Fogle and Chenoweth pending approval by the Personal Service Contract Review Committee for the period July 1, 1986, to June 30, 1987, in an amount not to exceed \$20,000.

Motion by Governor Breathitt, seconded by Mr. Carr, that the recommendation be approved. Motion unanimously carried.

**XIV. EXTENSION OF MOREHEAD CLINIC HEALTH SERVICES CONTRACT  
FOR 1986-87**

President Reinhard recommended that the Board approve a one-year extension of the contract with the Morehead Clinic for the period July 1, 1986, through June 30, 1987, for a total of \$99,742 pending approval by the Legislature's Personal Service Contract Review Committee.

Motion by Judge Aker, seconded by Ms. Curry, that the recommendation be approved. Motion unanimously carried.  
(Additional background information attached to these Minutes and marked **Exhibit XIV**)

**XIII. EXTENSION OF BANKING SERVICES CONTRACT FOR 1986-87**

President Reinhard recommended that the option for extension of the agreement with The Peoples Bank of Morehead be exercised, covering the fiscal year beginning July 1, 1986, to June 30, 1987. Before the expiration of that agreement, Morehead State University would again request proposals from the three local banks to provide this service for the fiscal year beginning July 1, 1987.

Motion by Governor Breathitt, seconded by Judge Aker, that the recommendation be approved. Motion unanimously carried.  
(Additional background information attached to these Minutes and marked **Exhibit XIII**)

**RECESS**

Motion by Mr. Wheeler, seconded by Governor Breathitt, that the Board recess until 1 p.m. Motion unanimously carried.

The Board reconvened at 1:05 p.m. whereupon Chairman Nunn received from the President of the Alumni Association, Mr. David Bolt, a Resolution passed by the Executive Cabinet and the Executive Council of the Morehead State University Alumni Association, Inc., extending its full support to the Morehead State University Board of Regents. Without objection, Chairman Nunn asked that the Secretary file the Resolution with the minutes. (Resolution is attached to these Minutes and marked **Exhibit XXIII**)

**XX. REPORT OF PLAN FOR INCREASED RECRUITMENT OF STUDENTS FOR 1986-87 IN EASTERN KENTUCKY (Dr. John Duncan and Dr. Roberta Anderson)**

Vice President Anderson in collaboration with Dr. John Duncan presented a proposal for involvement of public school personnel in the recruitment plan for Morehead State University. Following discussion of the plan, Chairman Nunn entertained a motion to approve the plan and recommend the implementation of it.

Motion by Ms. Curry, seconded by Mr. Wheeler, that the plan be approved for implementation.  
Motion unanimously carried.  
(Plan attached to these Minutes and marked **Exhibit XX**)

Mr. Bolt offered the assistance of the Alumni Association in the implementation of the plan whereupon Chairman Nunn directed Dr. Anderson to coordinate the efforts of the Admissions Office and the Alumni Association in the recruitment plan.

**XV. REPORT ON REVIEW AND ANALYSIS OF LIABILITY INSURANCE COVERAGE**

As requested at the March 31, 1986, meeting, Mr. Bryan and Vice President Dailey reported that an underwriter was secured, Mr. Robert Buchanan of Alexander and Alexander, to examine all university insurance policies. Mr. Bryan reported that the general liability insurance policy was found to provide adequate coverage while the errors and omissions policy which expires on April 30, 1986, provided very little coverage to the Board. An attempt would be made to gain more adequate coverage, but he advised that the market was not good in this area of insurance protection. Another area of concern was in student health services which was operating without any insurance.

## **XII. 1986-87 OPERATING BUDGET OPTIONS**

President Reinhard recommended that the Board approve Option I and the 1986-87 Budget Preparation Parameters which were attached in **Exhibit XII**. Further, that the President prepare an operating budget recommendation to the Board based on the general parameters of Option I and the 1986-87 Budget Preparation Parameters. And, further, that a personnel roster be prepared and presented to the Board in accordance with the 1986-87 Budget Preparation Parameters. The 1986-87 Operating Budget and Personnel Roster are to be presented at the next regularly scheduled meeting of the Board.

Following extensive discussion,

Dr. Lansing made the following motion to address the projected 1986-87 budget shortfall of \$1,162,217:

-- Increase revenues as illustrated under the Option II as presented by the administration with the following amendments.

(1) Increase the student health fee to \$25/semester instead of the \$20/semester as originally proposed.

(2) Increase the annual parking fee for faculty and staff to \$30 a year instead of the \$25/year as originally proposed.

These amendments would provide an additional \$36,405 in income from the student health fee and an additional \$18,000 in income from the parking fee. The total new revenues to be realized in 1986-87 from increases in fees to students, faculty and staff will be \$283,122.

-- Using the expenditure reduction alternatives as presented by the administration under Option I, and using the amended Option II revenue capabilities, the administration is to present a financial plan for 1986-87 that uses the \$283,122 in new revenue generating ability, with expenditure reductions totalling \$879,095. The expenditure reductions are to be made as follows:

President's Office	\$ 44,970
University Relations	15,838
Athletics	82,400
Administrative and Fiscal Services	192,375
Student Development	239,187
Academic Affairs	<u>304,325</u>
<b>TOTAL</b>	<b>\$879,095</b>

Further, that if the projected decline in enrollment is less than projected by the administration, then any additional revenue accruing to the university should be applied to Academic Affairs to adjust salaries, purchase new equipment, and improve academic quality.

Further, that between now and January of next year that the students and faculty must take a very hard look at the institutional programs and priorities. The students and faculty must decide what programs are wanted, where the money should be put and how much money is needed by academics to improve quality.

The motion was amended to include that the 1986-87 budget be developed within the Budget Preparation Parameters as presented.

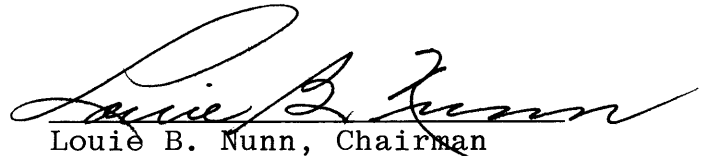
Motion was seconded by Governor Breathitt and unanimously carried.  
(Additional background information attached to these Minutes and marked **Exhibit XII**)

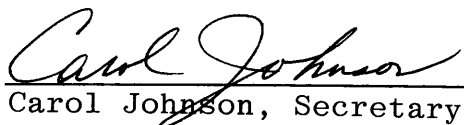
#### **XXIV. NEXT MEETING**

Motion by Governor Breathitt, seconded by Ms. Curry, that the next meeting of the Board be scheduled for Friday, May 16, 1986, at 2 p.m. Motion unanimously carried.

#### **XXV. ADJOURNMENT**

Motion by Dr. Duncan, seconded by Mr. Wheeler, that the meeting adjourn at 4:35 p.m. Motion unanimously carried.

  
Louie B. Nunn, Chairman

  
Carol Johnson, Secretary

## OFF-CAMPUS LATE REGISTRATION FEE

### Background

A \$25 late fee is assessed graduate students who do not pay their fees for off-campus courses before the published deadline. The amount of the late fee is exorbitant and probably engenders more ill will than the timeliness of fee payment is worth. The purpose of the late fee seems to be twofold:

1. Encourage payment within a given time period.
2. Discourage people from attempting to take a course without paying tuition or paying it after the course is completed.

A new off-campus registration procedure meets the needs of the various offices, as well as accomplishing purpose #1 above for having a late fee. The \$25 late fee really does not serve the second purpose. The Registrar puts a "hold" on the transcripts of people who owe the University and at a point in the semester a student who has not paid must pay a \$25 "reinstatement" fee. The late fee for graduate registration should be large enough to gently encourage timely payment, but small enough to insure that the University does not alienate potential students.

### Recommendation

That the Board approve a change in the graduate off-campus late registration fee from \$25 to \$5.

## APPLICATION FEE

### Background

At its meeting on November 4, 1985, the Board of Regents voted to abolish the application fee that it approved in April 1985. The action taken was not recommended by the administration. The fee however should not be reinstated at this time for the following reasons:

1. The confusion resulting from "on again, off again," fees promotes more negative attitudes in the region regarding the university's leadership and direction.
2. If at some time in the future an application fee is implemented again, then adequate preparation time should be allowed to permit the inclusion of information about the fee in all university marketing publications. The minimum advance time for implementing of this procedure is one year.
3. At this time, no public institution of higher education charges an application fee, although this fee is under discussion in several institutions.

### Recommendation

That the Board ratify the vote of November 4, 1985, of the previous Board to abolish the application fee.



**1984-85 AUDIT**

**Background**

Attached is the 1984-85 Audit prepared by Kelley, Galloway and Company. Also, attached is the program expenditure report, by organizational unit, by major object class for the fiscal year ending June 30, 1985.

**Recommendation**

That the Board approve the 1984-85 Audit as presented by Kelley, Galloway and Company.

(Previously sent to Board)

## 1985-86 AUDIT

### Background

The 1984-85 Fiscal Year Audit was awarded to Kelley, Galloway and Company of Ashland, Kentucky via competitive bid. The bid proposal provided for an option to renew for two additional one-year periods. The increase in the audit contract will not exceed an inflationary increase tied to the Consumer Price Index, as previously agreed to by Kelley, Galloway and Company, unless external reporting requirements necessitate expanding the scope of the Audit.

### Recommendation

Pending approval by the Commonwealth of Kentucky, Auditor of Public Accounts, and the Personal Service Contract Review Committee of the Legislature, that the Board award the 1985-86 Fiscal Year Audit to Kelley, Galloway and Company.

**1986-88 BIENNIAL  
BUDGET REQUEST**

**Background**

In September, the institution's 1986-88 Biennial Budget Request was forwarded to the Council on Higher Education (CHE) in accordance with the Council's submission deadline. A copy of the Biennial Budget Request was also sent to each Board member at that time. Attached is the summary page from the document that has been revised as requested by the Council on Higher Education staff to reflect the institution's support for the Appalachian Consortium. The Appalachian Consortium request was incorporated in the item for Graduate and Special Academic Programs.

The biennial budget process is initiated with the receipt of the budget request guidelines from the Council on Higher Education staff. The guidelines contain the forms and instructions for the development of the formula calculation, the biennial budget operating request and the biennial budget capital budget request. The formula calculations and capital budget request were previously submitted to the Council on Higher Education. During the summer, the Office of Budgets and Management Information Services asked for budget proposals for new, expanded or improvement programs from all divisions of the university. These requests, as submitted in accordance with the institutions internal guidelines, are reflected on page 11, part B, and represent funding requests over and above the formula generated amount.

Morehead State University's 1986-88 Biennial Budget document contains requests for \$25.1 million in 1986-87 and \$27.2 million in 1987-88. The total biennial request for State general fund support of \$52.3 million represents a 21.6% increase or \$9.3 million over the institution's 1984-86 level of State general fund support. The \$9.3 million increase in State support provides for full funding under the CHE's formula plus improvement and expansion requests in the areas of instruction and instructional equipment, libraries, public service and desegregation activities.

This biennial budget format generally follows previous formula guided requests for State funding. However, in response

to criticism that the formula used by the CHE was not easily understood or interpreted, each institution was asked to list the areas in which the formula generated increase amounts would be allocated. The summary page that we have attached was developed by institutional representatives and the CHE staff to simplify, clarify and summarize for the CHE members, members of the General Assembly and other constituents the technical effects of formula funding.

Of the total \$9.3 million increase in State general fund support, \$5.9 million was formula generated. MSU has proposed to channel these formula generated dollars into the crucial areas of salary increases, instructional equipment needs and the fixed and unavoidable costs of the institution such as fringe benefits, insurance and utilities.

Of the \$5.9 million formula generated increase available, 70% is targeted for salary increases. This translates into an 8% salary increase for faculty and staff in the first year of the biennium and an additional 5% increase in the second year. The remaining formula generated amount proposes to allot \$486,500 for the purchase of instructional equipment and \$1,280,500 to meet the fixed costs of the institution.

As referenced, the 1986-88 Biennial Budget Request includes proposals for funding activities not addressed by the enrollment driven formula, but related to the improvement or expansion of existing programs or services. MSU has requested state general fund support above the formula in the amount of \$2,493,900. These requests include modernization of library services, replacement of instructional equipment, expansion of the nursing and veterinary technology programs, further development of the Center for Robotics, increased institutional desegregation activities and enhancement of instruction and public service efforts in Appalachia through Graduate and Special Academic Programs. The request would increase instructional program support to 36% of the total education and general expenditures level. Currently 30.6% of the education and general budget is allotted to the instructional program.

Full funding of Morehead State University's 1986-88 Budget Request will enable the institution to retain and attract quality faculty and staff, fund a program of deferred maintenance and maintain existing support activities.

#### Recommendation

That the Board approve the 1986-88 Biennial Budget Request as previously presented to the CHE staff.

INSTITUTIONAL PROGRAMS  
USE OF TOTAL STATE GENERAL FUND APPROPRIATION INCREASE REQUEST

CHE BUDGET REQUEST FORM BR-2

CHE BUDGET REQUEST FORM BR-2		Requested 1986/87		Requested 1987/88	
INSTITUTION: MOREHEAD STATE UNIVERSITY		Service Type*			
		Amount	Percent**	Amount	Percent**
A. EXPENDITURE PRIORITIES FOR FORMULA-GENERATED INCREASE					
1. Fixed Costs					
a. Fringe Benefits (Existing personnel only.)		160,300	91.01%	272,100	87.04%
b. Utilities (Existing facilities only.)		136,500	91.57%	211,600	87.87%
c. Debt Service					
d. Other (Specify)					
Workman's Compensation		200,000	92.40%	200,000	88.65%
Insurance		50,000	92.60%	50,000	88.85%
2. Salary & Wage Increase @ <u>5</u> %					
a. Faculty		499,900	94.66%	1,039,700	92.92%
b. Staff		471,600	96.60%	980,800	96.76%
Other Priorities (By item; Continue consecutive numbering)					
3. 3% Salary Increase		582,900	99.00%	582,900	99.05%
4. Instructional Equipment		242,600	100.00%	243,900	100.00%
Total					
(Formula-Generated Increase)		2,343,800	100.00%	3,581,000	100.00%

**B. EXPENDITURE PRIORITIES FOR AMOUNTS ABOVE/OUTSIDE  
FORMULA-GENERATED INCREASE**

1. Integrated Library System	Exp	64,000	127,000
2. Instructional Equipment	Exp	0	369,200
3. Nursing Baccalaureate Program	Exp	233,400 *	417,100 *
4. Center for Robotics	Exp	124,000 *	243,400 *
5. Veterinary Technology Program	Exp	93,400 *	141,800 *
6. Desegregation	Exp	139,500	145,400
7. Graduate & Special Academic Programs	Imp	189,800	205,700
Total (Above Formula-Generated Increase)		844,100	1,649,600

\* State General Fund Appropriation Portion Only

C. GRAND TOTAL

Base (1985/86)	21,948,100	21,948,100
Total Formula-Generated Increase(Section A)	2,343,800	3,581,000
Total Above/Outside Formula-Generated Increase (Section B)	844,100	1,649,600
Grand Total		
State General Fund Appropriation Request	25,136,000	27,178,700

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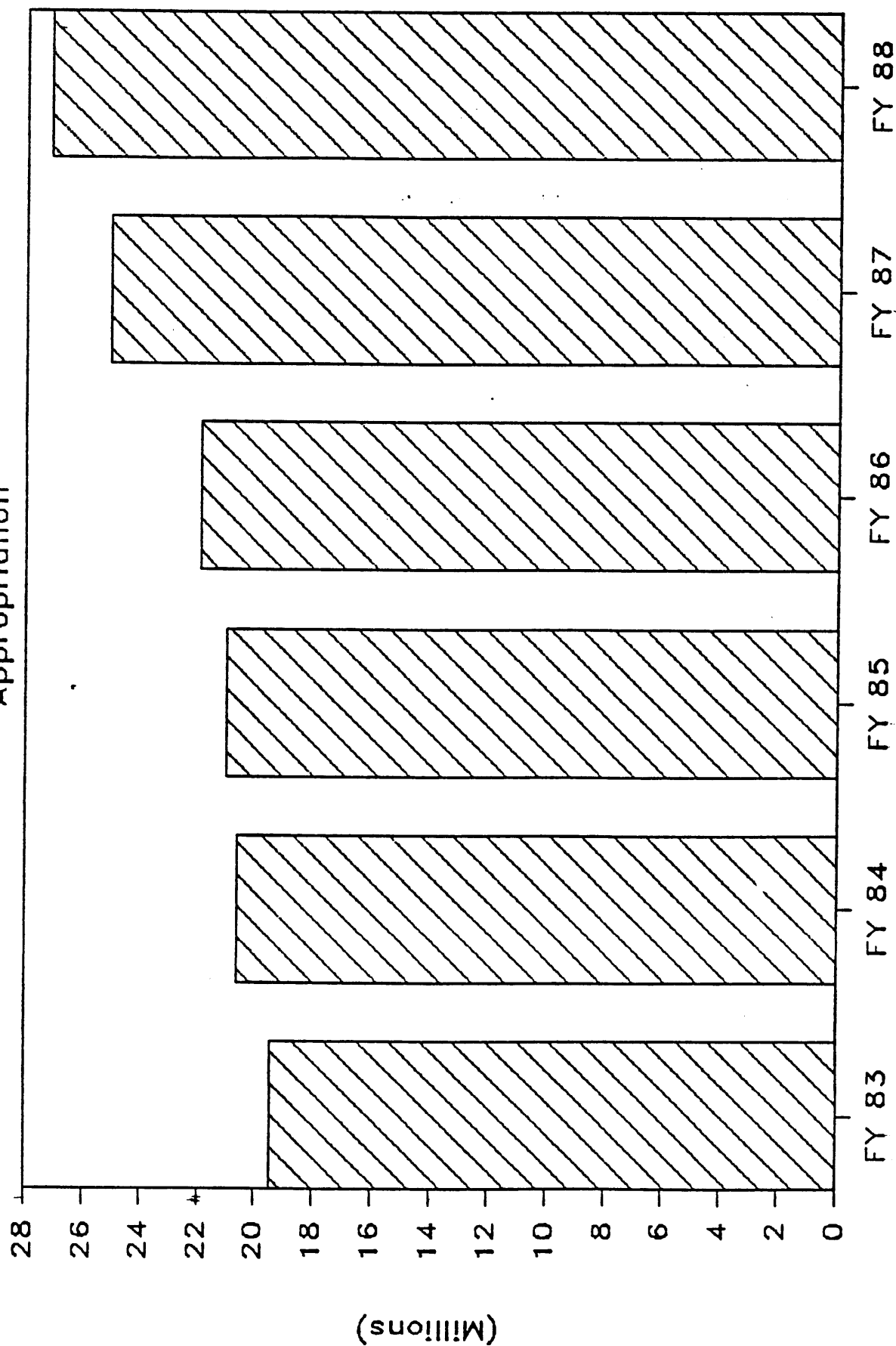
\* Applicable only to "Expenditure Priorities for Amounts Above/Outside Formula-Generated Increase."

Specify improvement, expansion, or new.

\*\* Applicable only to "Expenditure Priorities for Formula-Generated Increase."

# State General Fund

Appropriation



State General Fund  
Appropriation

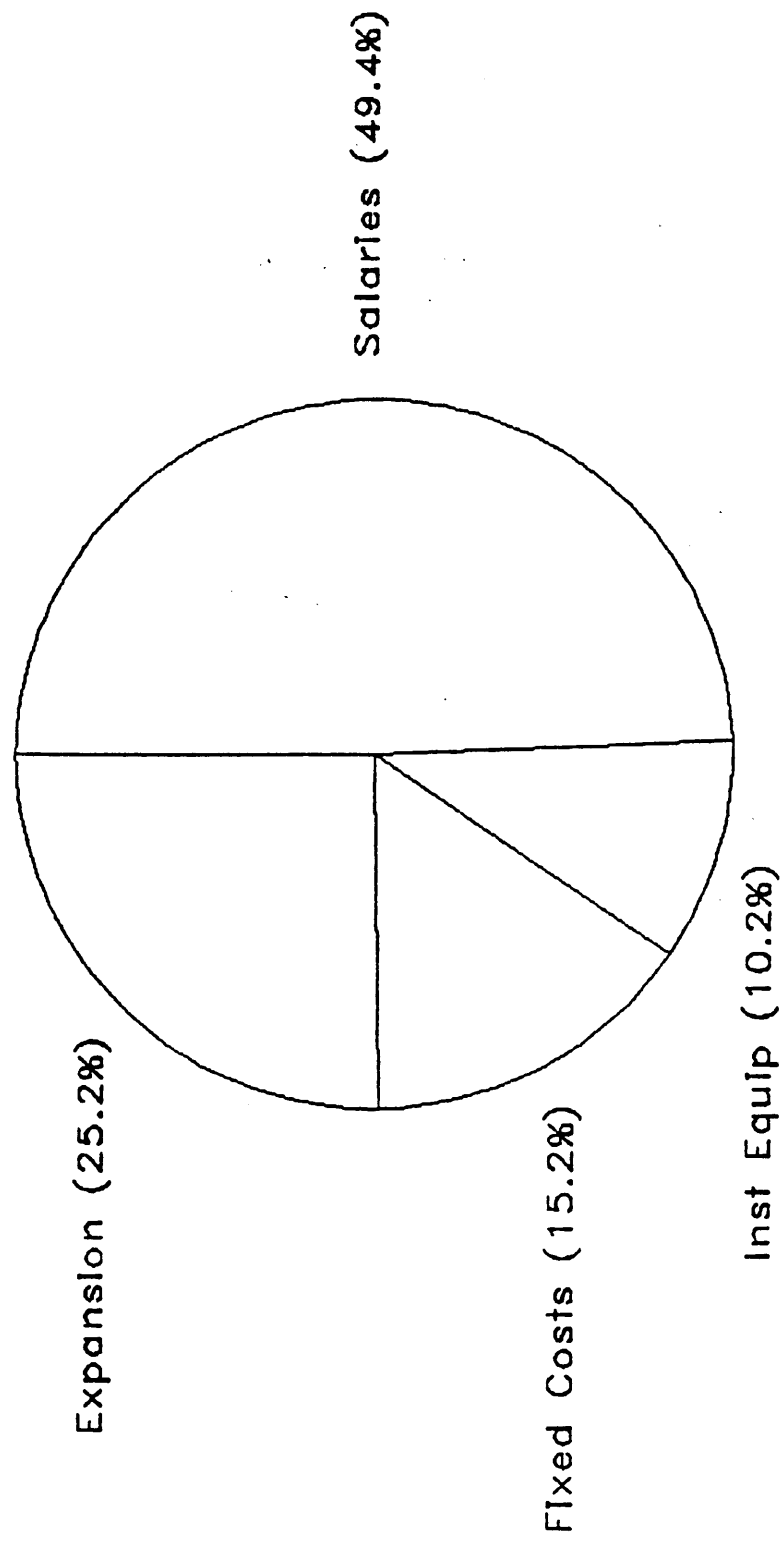
Actual FY 83	Actual FY 84	Actual FY 85	Budgeted FY 86	Requested FY 87	Requested FY 88
19,479,100	20,672,700	21,050,800	21,971,200	25,136,000	27,178,600

1983-1984  
1984-1985  
1985-1986  
1986-1987  
1987-1988  
1988-1989



# New Siure General Fund

Dollars Requested

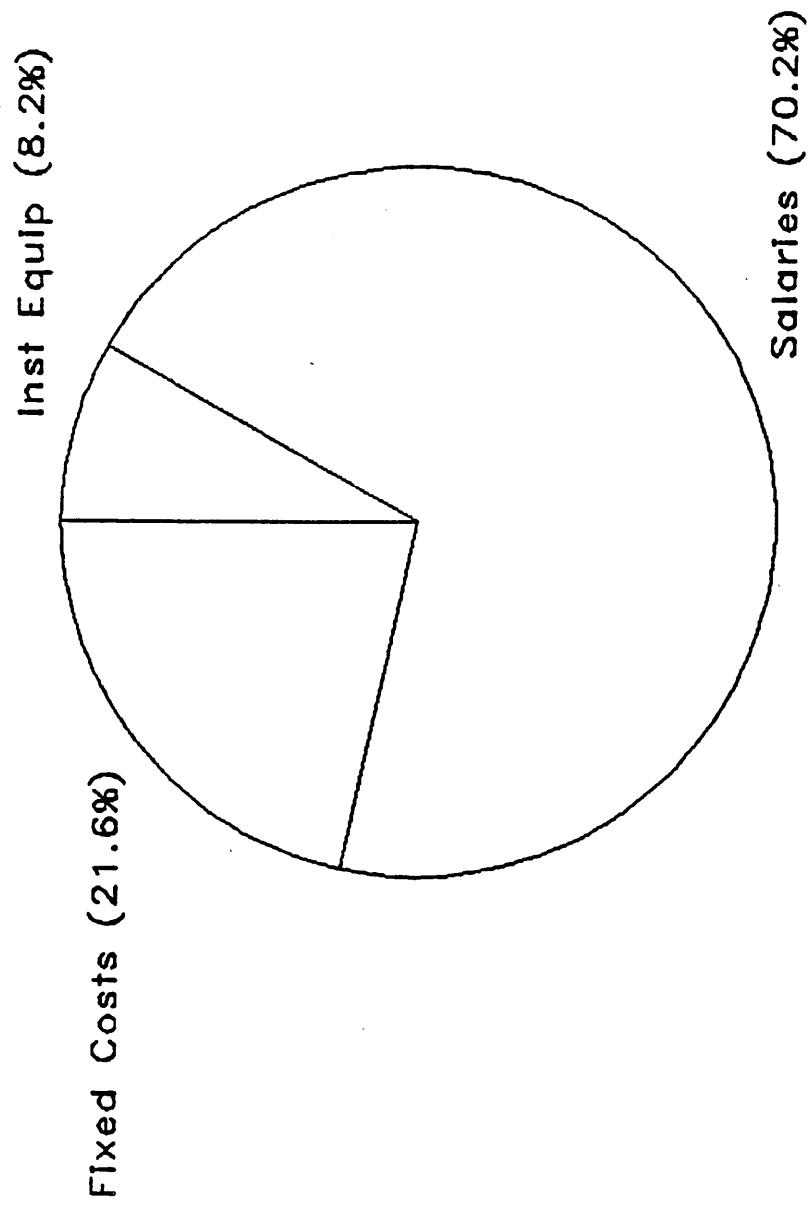


NEW STATE GENERAL  
FUND DOLLARS  
REQUESTED

Salaries	4,157,800
Inst Equip	855,700
Fixed Costs	1,280,500
Expansion	2,124,500

# State General Fund

Formula Generated Increase



STATE GENERAL FUND  
FORMULA GENERATED INCREASE

Inst Equip	486,500
Salaries	4,157,800
Fixed Costs	1,280,500



OFFICE OF THE PRESIDENT

201 HOWELL-MCDOWELL AD. BLDG  
MOREHEAD, KENTUCKY 40351  
TELEPHONE 606-783-2111

September 26, 1985

Mr. Burns E. Mercer, Chairman  
Council on Higher Education  
West Frankfort Office Complex  
U.S. 127 South  
Frankfort, Kentucky 40601

Dear Mr. Mercer:

For your consideration is the Morehead State University 1986-88 Biennial Budget Request. The Budget contains a request of \$52,252,000 for state general fund support for the two years of the 1986-88 biennium. The \$52.2 million dollar request represents an increase of \$9,326,400 over the institution's 1984-86 level of state general fund support. This request, coupled with our previously submitted Capital Construction and Equipment Request, will enable Morehead State University to remain competitive for the employment of quality and experienced faculty and staff; and thus remain an attractive and quality academic institution.

The \$9.3 million increase in state support provides for full funding under the Council on Higher Education's formula. Full funding of the formula will permit Morehead State University to give faculty and staff salary increases that will narrow the salary gap with our benchmark institutions. In addition to full funding of the formula, our request includes funds to further enhance the institution's desegregation activities, expand to a four-year nursing program, modernize the library, enhance our public service efforts thru the Appalachian Development Center, further develop the Center for Robotics and add and replace instructional equipment.

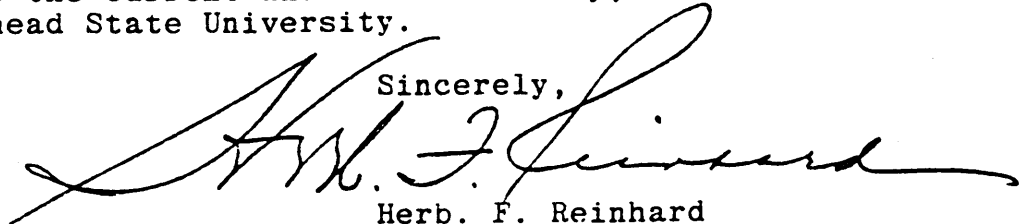
The essential ingredient to any successful organization is a well trained, qualified and experienced work force. This

Mr. Burns E. Mercer  
September 26, 1985  
Page Two

is particularly true of an educational institution whose resources are directed toward educating the future citizens and leaders of the Commonwealth and nation. The inadequacy of sufficient levels of state general fund dollars in support of instructional activities at Morehead State University has resulted in the institution's inability to retain and attract quality faculty and staff. We must be adequately prepared to provide the quality programs, instructional and support activities that enable a student to receive quality education, both in the classroom and out, that will result in that student's successful contribution to society. We have a responsibility within our region to educate the young, re-educate those that are changing careers and provide continuing education opportunities for the life long learning experience.

The funding needs of Morehead State University, both operating and capital, are not overstated. The additional operating funds will help insure quality and competitiveness, while the capital request will insure an environment that is safe, secure and attractive to the current and future faculty, staff and students at Morehead State University.

Sincerely,

A handwritten signature in dark ink, appearing to read "H. F. Reinhard", with a long, sweeping horizontal line extending to the right.

Herb. F. Reinhard  
President

HFR:nb

CC: Members, Board of Regents  
Mr. Harry Snyder

Enclosure

CONTRACT FOR LEGAL SERVICES

Background

The current Personal Service Contract for legal services with the law firm of Bryan and Fogle expires December 31, 1985.

Recommendation

That the Board seek approval by the Personnel Service Contract Review Committee of the General Assembly to extend to June 30, 1986, the Personal Service Contract for legal services with the firm of Bryan, Fogle and Chenoweth.

**EASEMENT-- ROWAN WATER**

**Background**

Rowan Water, Inc. has requested that the university grant an easement along the entire frontage on the south side of the university farm on Kentucky highway 377. In order not to unduly delay expansion of the water line in the county, approval is sought by the Board of Regents prior to finalization of the easement and approval by the Executive Department for the Finance Administration.

**Recommendation**

Pending approval by the Division of Real Properties, Executive Department for the Finance Administration, I recommend that the Board grant the easement as requested by Rowan Water.



## FIXED ASSET INVENTORY

### Background

The Division of Administrative and Fiscal Services has been involved in upgrading fixed asset inventory records and procedures during the current and previous fiscal years. Management concerns in this area were reinforced by suggestions for improvement in audit management letters for the 1983-84 fiscal year.

Computerized fixed asset inventory records and procedures are now in place, and logistical information is provided at a very detailed level. However, one area of concern still remains. Cost or valuation amounts associated with individual inventory items are not reflected reasonably. This results primarily from that information being unavailable in the conversion from the previous manual inventory records to the computerized system we now have.

The Division of Administrative and Fiscal Services has suggested that an appraisal be obtained for this inventory, to accurately reflect the valuation. This suggestion has been endorsed most favorably by our auditors, Kelley, Galloway and Company.

### Recommendation

That the Division of Administrative and Fiscal Services be authorized to solicit proposals and negotiate a contract for an external appraisal for fixed assets.

1985 WINTER GRADUATES

Recommendation

That the Board approve the awarding of degrees to all candidates who have successfully completed all degree requirements as approved by the faculty of the university at the 1985 Winter Commencement on December 14.

RESOLUTION PERTAINING TO JUDGMENT OF A DECLARATION  
OF RIGHTS LAW SUIT AGAINST MR. ED MABRY  
IN REGARD TO 122 MOBILE HOMES

Background

A dispute over the ownership of mobile homes purchased by Morehead State University arose when the university declared the homes surplus and began liquidation procedures. The attached Resolution was approved by the Board of Regents November 4, 1985, ratifying a declaration of rights lawsuit in the name of the Board of Regents of MSU against Mr. Ed Mabry for the purpose of determining lawful ownership of at least one-hundred twenty two (122) mobile homes parked at Criqueside Mobile Home Park. The university leases mobile home pads from Mr. Mabry in the Criqueside Mobile Home Park for the purpose of parking the aforementioned trailers. The park is operated by MSU for married student housing. The monthly rental per pad is \$40, resulting in an annual payment by the University for use of the Criqueside Trailer Park of \$59,040.

Recommendation

That the Board ratify the resolution as approved by the Board of Regents on November 4, 1985, ratifying that the Declaration of Rights Law Suit be brought in the name of the Board of Regents of MSU against Mr. Ed Mabry for the purpose of determining lawful ownership of the trailers.

Attachment

## RESOLUTION

WHEREAS, the Board of Regents of Morehead State University at its April 26, 1985, meeting heard and approved a recommendation from the Administrative & Fiscal Services Committee of the Board to begin to liquidate the off campus mobile homes (trailers) used to provide housing for married students attending Morehead State University; and

WHEREAS, as a question as to the University's ownership of at least one hundred twenty-two (122) mobile homes parked at Criqueside Mobile Home Park was raised by Ed Mabry, owner and operator of the park; and

WHEREAS, pursuant to KRS 164.350 the Board of Regents of Morehead State University constitute a body corporate, with the usual corporate powers; including the right to sue and litigate the best interests of the University; and

WHEREAS, it is believed in the best interest of Morehead State University that a declaration of rights lawsuit be brought in the name of the Board of Regents of Morehead State University against Ed Mabry for the purpose of determining lawful ownership of at least the one hundred twenty-two (122) mobile homes (trailers) parked at Criqueside Mobile Home Park; and

WHEREAS, by letter dated September 6, 1985, Dr. Herb. F. Reinhard, President, Morehead State University, instructed Mr. F. C. Bryan, Attorney at Law, 126 West Main Street, Mt. Sterling, Kentucky, as legal counsel for Morehead State

University to file appropriate papers with the Rowan County, Kentucky Circuit Court to obtain Certificates of Title from Ed Mabry for the one hundred twenty-two (122) trailers purchased from Ed's Auto and Trailer Sales Company which are now parked at Criqueside Mobile Home Park; and

WHEREAS, the law in Kentucky is that the Board of Regents may ratify any contract or action it could have taken in the first place so long as such ratification is made in the same manner and with the same formality that is required to bind the Board of Regents, see Goin v. Board of Education, City of Frankfort, 298 Ky. 645, 183 S.W.2d 819 (1944) and Duff v. Knott Co., 238 Ky. 71, 36 S.W.2d 870 (1931);

NOW THEREFORE, in consideration of the foregoing premises it was moved by Harry Lotters and seconded by James Richardson that the Board of Regents of Morehead State University does hereby ratify the instructions contained in President Herb. F. Reinhard's September 6, 1985, letter to F. C. Bryan, hereinabove referred to, and the Board of Regents does hereby ratify the employment of the law firm of Bryan, Fogle & Chenoweth to render the legal services necessary and incident to the filing and practicing to judgment of a declaration of rights lawsuit in the Rowan Circuit Court against Ed Mabry to determine legal ownership of one hundred twenty-two (122) mobile homes parked at Criqueside Mobile Home Park.

Bryan, Fogle & Chenoweth may submit periodic bills for their fees and out of pocket expenses but not more often than monthly.

## PERSONNEL POLICY MANUAL ADJUSTMENTS AND ADDITIONS

### Background

Since the July 1, 1985 implementation of the Personnel Policy Manual and the application and interpretation of the policies, some adjustments, as well as some planned additions, are proposed. The revised or new Personnel Policies are attached. Below is a brief summary.

#### 1. Minor Changes

(a) **President's Day** was inadvertently left off the holiday schedule in PG-8. The holiday has been included as a recognized university holiday.

(b) A Standing II appointment status is defined by the policy as a "non-regular" employee. The chart on PG-3, Page 4 of 4, indicates "regular" status. This error has been corrected to reflect the correct definition as presented by the manual.

#### 2. Probationary Period

(a) Personnel PSE-2 and PSNE-2 provide that an employee may be released from employment without cause during the initial probationary employment period. There may be times, however, when during the probationary period performance is marginal, but the employee's skills and experience warrant extended review as opposed to dismissal. This policy adjustment will permit a supervisor to extend the probationary period an additional 60-days.

(b) Currently, a probationary period is not required for employees transferring to a new position within the institution. This policy adjustment will provide probationary periods for employees transferring to positions of greater value (there will be no required probationary period for lateral transfers), thus,

providing the supervisor the opportunity to assess the individual's performance in the new environment.

3. Compensatory Time

Present policy does not provide for the supervisory use of compensatory time for non-exempt employees. Presently, all employees eligible for overtime are paid for any overtime worked. This policy adjustment will permit the use of compensatory time in accordance with state and federal wage requirements. This adjustment is made as a part of PSNE-5.

4. University Benefits

This policy clarification outlines the university's and employee's obligation for the payment of insurance premiums for employees on less than a 12-month appointment but in continuous appointment status. The university will continue payment of the insurance entitlements for the employee regardless of appointment length when in a continuous appointment status. The employee will, however, be required to pay the premium for optional insurance, i.e., family medical plan or additional life insurance, during the period when the employee is not receiving a regular check. This clarification is made as a part of PG-28.

5. Employee Responsibility for University Keys and Property

This is a new policy. Since implementation of the master key control plan, it is proposed that a policy be approved governing key control. The proposed policy also defines responsibilities for other university property as well. This policy has been included as PG-42.

6. Academic Freedom and Responsibility

This policy was not included in the original set of personnel policies proposed in April 1985, pending assistance in the development of the policy by the Faculty Senate. This new policy is included as PAc-14.

7. Suspension

This policy was also not included in the original set of personnel policies proposed in April 1985, pending assistance in the development of the policy by the Faculty Senate. This new policy is included as PAC-22.

8. Employee Responsibilities in Political Campaigns or Elections

The Committee on Athletics composed of faculty, staff and students, as a result of their investigation of alleged improprieties by employees of the university in political campaigns or elections, has recommended that a policy be issued by the university to discourage employees from exercising undue power and influence over students in regard to political issues, political associations and campaigns. The secondary intent of the policy is to insure that employees of the university understand and clarify to others when speaking on or engaged in political issues, that opinions being expressed are those of the individual as a private citizen and not those representing the university. This new policy has been included as PG-43.

Recommendation

That the Board approve the attached personnel policies for inclusion in the Personnel Policy Manual.

Attachments



**Subject:** University Holidays**Section Number:** PG - 8**Approval Date:** 7/1/85**Revision Date:****PURPOSE:**

To establish conditions for observing established University holidays by regular, full-time faculty and staff members and those designated as continuing part-time.

**ANNUAL  
ESTABLISHED  
HOLIDAYS:**

The official annual established University holidays are as follows:

New Year's Day  
Martin Luther King's Birthday  
➡ President's Day  
Good Friday  
Memorial Day  
Independence Day  
Labor Day  
Presidential Election Day  
Thanksgiving Day  
Christmas Day

**ADDITIONAL  
HOLIDAYS:**

Additional holidays may be designated by the University.

**HOLIDAY TIME OFF:**

Each holiday established or designated by the University is intended to give an employee the benefit of one (1) work day of paid time off. A continuing, part-time employee receives paid time off prorated on the basis of the percent of the employee's work schedule to the normal full-time work schedule in the employee's department. If an employee is required to work on a holiday, equivalent time off will be granted at another time. If a holiday falls on a regularly scheduled day off of an employee, equivalent time off will be granted at another time. Equivalent time off is scheduled in the same manner as vacation leave and is to be used before vacation leave is used. If a holiday occurs while an employee is using vacation leave or sick leave with pay, the holiday will not be charged as a day of vacation time or sick leave time.

	DEFINITION	COVERAGE	STATUS	BENEFITS	TYPE OF ACTIONS
Standing I Appointment	No Ending Date Full-time Permanent Budget Funds	Faculty Admini- strative Exempt Non-Exempt Staff	Regular	Fully Covered	Appointment
Standing II Appointment	No Ending Date Part-time Permanent Budget Funds	Faculty Exempt Non-Exempt Staff	Non-Regular	Not Covered	Appointment
Fixed-Term I Appointment	Ending Date More Than 6 Months Soft Money* Full-time Terminable After One Year	Faculty Exempt Staff	Regular	Fully Covered	Appointment
Fixed-Term II Appointment	Ending Date Less Than 6 Months Soft Money* Full-time or Part-time up to One Year Terminable After One Year	Faculty	Non-Regular	Not Covered	Appointment Special Project
Supplementary I Appointment	Must be Standing I or II Appointments Providing An Addi- tional Contract Obligation in Supplement to Original Agree- ment (Adds Cal- endar Time)	Faculty Exempt Non-Exempt Staff	Regular	Fully Covered	Summer I & II Appointments 9 Month Ap- pointment Extended to 10, 11, or 12 Month Ap- pointment
Supplementary II Appointment	Must be Standing I, II Appoint- or Fixed Term I Same Contractual Period Should Not Handle Overtime	Faculty Admini- strative Exempt Non-Exempt Staff	Regular	Fully Covered	Administrators Teaching Night Classes "On the Road" Payment
Visiting Appointment	Visiting Part of Title Soft Money* Limited to One Year Can be Full or Part-time	Faculty	Non-Regular	Not Covered	
Wage Payroll	Ending Date Less Than 6 Months Soft Money* Terminable at 6 Months if Full-time	Exempt Non-Exempt Staff	Non-Regular (See Pages 1, 2, & 4)	Not Covered	Temporary Assignment Special Project

\*Soft money is defined as non-recurring funds from University or external sources.

<b>Subject:</b> Probationary Period for Employees Classified As Staff Exempt	<b>Section Number:</b> PSE - 2  <b>Approval Date:</b> 7/1/85 <b>Revision Date:</b>
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**➡ PURPOSE:**

To establish a period of time for a newly hired full-time; or continuing part-time staff exempt employee; or an employee who has internally transferred to a position of greater value, for evaluation of the employee by the employing department as to the advisability of employment continuation following a probationary period.

**LENGTH OF  
PROBATIONARY  
PERIOD:**

The probationary period for an employee appointed to a position classified as staff exempt is 180 calendar days from the date of appointment to the position. If a probationary employee transfers to a new assignment during the probationary period, the employee shall serve a new probationary period beginning with the effective date of the transfer. A period of temporary layoff or leave without pay shall not be counted toward the completion of the probationary period.

**➡ PROMOTION/  
TRANSFER:**

Employees who accept another position through the internal posting process which results in a promotion or transfer to a position of greater value, shall serve a 180 day probationary period to determine the employee's suitability for the higher level job. If for any acceptable reason the employee is unable to complete the probationary period and is released, the employee may revert back to their previous position only if the job has not yet been filled. The employee may also apply for current openings of the same job level and will be given consideration for the vacancy, if their previous position has been filled. Lay-off procedures are applicable in cases where the employee is unable to assume a previous or similar position.

Subject: Probationary Period  
for Employees  
Classified as Staff  
Nonexempt

Section Number: PSE - 2

Approval Date: 7/1/85

Approval Date:

➡ LATERAL  
TRANSFER/  
DEMOTION:

No probationary period will be required when an employee requests an internal transfer and accepts a position either on the same level or of equal value. If a transfer results in a demotion where individuals are assigned duties and responsibilities at a lower level or of lesser value than previously assigned, it will be the normal practice to not require a probationary period.

TERMINATION OF  
EMPLOYMENT  
DURING THE  
PROBATIONARY  
PERIOD:

The decision as to the employee's suitability for a job is the sole responsibility of the supervisor. Employment may be terminated at any time during the probationary period. During the probationary period, the employee cannot use the grievance procedure.

TIME OFF DURING  
PROBATIONARY  
PERIOD:

Requests for time off during a probationary period are to be made only for strict necessities or emergencies.

PROBATIONARY  
PERIOD  
EVALUATION:

Ten days prior to the completion of the probationary period, the supervisor shall complete a performance report form on the employee and submit it to the Director of Personnel Services.

➡ EXTENSION OF  
PROBATIONARY  
PERIOD:

In the event an employee's performance is not totally satisfactory but the immediate supervisor deems that termination is not indicated, the supervisor may request in writing, an extension of the employee's probationary period. The period may be extended for up to sixty (60) calendar days. Prior to the inclusion of this extended probation, the supervisor must reevaluate the employee and recommend either termination of employment or placement on regular status.

<b>Subject:</b> Probationary Period for Employees Classified as Staff Nonexempt	<b>Section Number:</b> PSNE - 2  <b>Approval Date:</b> 7/1/85 <b>Revision Date:</b>
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**➡ PURPOSE:**

To establish a period of time for a newly hired full-time; or continuing part-time staff nonexempt employee; or an employee who has internally transferred to a position of greater value, for evaluation of the employee by the employing department as to the advisability of employment continuation following a probationary period.

**LENGTH OF  
PROBATIONARY  
PERIOD:**

The probationary period for an employee appointed to a position classified as staff nonexempt is ninety (90) calendar days from the date of appointment to the position. If a probationary employee transfers to a new assignment during the probationary period, the employee shall serve a new probationary period beginning with the effective date of the transfer. A period of temporary layoff or leave without pay shall not be counted toward the completion of the probationary period.

**➡ PROMOTION/  
TRANSFER:**

Employees who accept another position through the internal posting process which results in a promotion or transfer to a position of greater value, shall serve a ninety (90) day probationary period to determine the employee's suitability for the higher level job. If for any acceptable reason the employee is unable to complete the probationary period and is released, the employee may revert back to their previous position only if the job has not yet been filled. The employee may also apply for current openings of the same job level and will be given consideration for the vacancy, if their previous position has been filled. Lay-off procedures are applicable in cases where the employee is unable to assume a previous or similar position.

Subject: Probationary Period  
for Employees  
Classified as Staff  
Nonexempt

Section Number: PSNE - 2

Approval Date: 7/1/85

Approval Date:

➡ LATERAL  
TRANSFER/  
DEMOTION:

No probationary period will be required when an employee requests an internal transfer and accepts a position either on the same level or of equal value. If a transfer results in a demotion where individuals are assigned duties and responsibilities at a lower level or of lesser value than previously assigned, it will be the normal practice to not require a probationary period.

TERMINATION OF  
EMPLOYMENT DURING  
THE PROBATIONARY  
PERIOD:

The decision as to the employee's suitability for a job is the sole responsibility of the supervisor. Employment may be terminated at any time during the probationary period. During the probationary period, the employee cannot use the grievance procedure.

TIME OFF DURING  
PROBATIONARY  
PERIOD:

Requests for time off during a probationary period are to be made only for strict necessities or emergencies.

PROBATIONARY  
PERIOD  
EVALUATION:

Ten days prior to the completion of the probationary period, the supervisor shall complete a performance report form on the employee and submit it to the Director of Personnel Services.

➡ EXTENSION OF  
PROBATIONARY  
PERIOD:

In the event an employee's performance is not totally satisfactory but the immediate supervisor deems that termination is not indicated, the supervisor may request in writing, an extension of the employee's probationary period. The period may be extended for up to sixty (60) calendar days. Prior to the inclusion of this extended probation, the supervisor must reevaluate the employee and recommend either termination of employment or placement on regular status.

**Subject:** Overtime Pay for  
Employees Classified  
as Staff Nonexempt

**Section Number:** PSNE - 5

**Approval Date:** 7/1/85

**Revision Date:**

A full-time employee who works in excess of his/her regular weekly schedule but less than 40 hours in the week shall receive equivalent time off for such excess hours under 40. Such equivalent time off is used for absences where vacation leave would be charged, is scheduled in the same manner as vacation, and is to be used for such absences before vacation leave is charged.

➡ **COMPENSATORY  
TIME:**

➡ Normally, overtime will be paid to employees who work in excess of 40 hours per week; however, compensatory time, that is, granting time off for working overtime in lieu of wages, may be allowed in unusual circumstances. Compensatory time is discouraged by the university but can be substituted for pay if the following conditions apply:

1. There is a major operational or scheduling necessity which makes it mandatory to use compensatory time.
2. The employee will receive compensatory time at one-and-a-half times their hours worked.
3. The employee will receive their compensatory time within the same pay period in which the overtime was worked.
4. Approval to use compensatory time has been obtained from the appropriate vice president.

**EMERGENCY  
CALL OUT:**

An employee who is called out by his/her supervisor outside their normal work schedule shall be credited with a minimum of two working hours. This applies only to emergency situations in which the work to be performed has not been previously scheduled.



<b>Subject:</b> University's Program of Personnel Benefits	<b>Section Number:</b> PG - 28  <b>Approval Date:</b> 7/1/85 <b>Revision Date:</b>
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**PURPOSE:** A statement on personnel benefits available to regular full-time faculty and staff members.

**THE UNIVERSITY'S PROGRAM:** The University maintains a comprehensive program of personnel benefits for all full-time regular faculty and staff members and eligible dependents. Information about these programs is found in a variety of policies, handbooks, and brochures prepared to acquaint faculty and staff members about employment with the University. Such programs of benefits are under constant review and are subject to periodic revision. Further information may be obtained from the Office of Personnel Services.

➡ **CONTINUANCE OF UNIVERSITY BENEFITS:** ➡ The University continues benefit contributions on a twelve-month basis, for nine-, ten- and eleven-month employees, who have been employed by the University for the next fiscal year. It is the responsibility of nine-, ten- and eleven-month employees to continue optional employee contributions, such as optional life insurance; family Blue Cross/Blue Shield coverage; cancer insurance; etc., during periods that employees are not included on the University's payroll.



<b>Subject:</b> Employee's Responsibility for University Keys and Property	<b>Section Number:</b> PG - 42  <b>Approval Date:</b> <b>Revision Date:</b>
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**PURPOSE:** To inform employees of their responsibilities regarding the care and attention of University keys and property.

**KEY CONTROL SYSTEM:** Implementation of a key control system allows convenient access to facilities and provides for facility security. To obtain a key for personal use, the employee must receive approval from their vice president or dean and obtain a key from the Office of Safety and Security. Key Request Forms can be obtained from the offices of the vice presidents or deans. Upon appropriate approval of the request, the employee will personally deliver the approved key request form to the Office of Safety and Security. Upon issuance of a key, an employee is required to sign a key agreement indicating that he/she will not duplicate the key or loan the key to unauthorized personnel and will return the key to the Office of Safety and Security when no longer needed or upon separation from University employment. Lost or stolen keys should be reported immediately to the appropriate supervisor(s) at which time a lost key report will be completed. In the event of negligence, a charge for a lock change may be assessed when a key is lost or stolen. This charge must be paid by the employee before a new key is issued.

**UNIVERSITY PROPERTY:** Employees may be issued University property and other equipment necessary to perform their day-to-day duties and responsibilities. In addition, employees may be given access to the University's computer systems via passwords. It is the employee's responsibility that this equipment and material, as well as individual computer passwords and associated computer data bases, be maintained with the utmost care and be protected from misuse. Once materials have been provided, the employee is responsible until appropriately returned to the supervisor.



<b>Subject:</b> Employee's Responsibility for University Keys and Property	<b>Section Number:</b> PG - 42  <b>Approval Date:</b> <b>Revision Date:</b>
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EMPLOYEE PENALTY  
UPON VIOLATION  
OF POLICY:

Violation of any part of the key agreement or the abuse of computer passwords may result in revocation of all key or computer privileges and/or subject the employee to disciplinary action. Likewise, misuse, destruction or unauthorized access to University property and/or computer systems is subject to disciplinary action and/or dismissal from University employment.

Subject: Academic Freedom  
& Responsibility

Section Number: PAC - 14

Approval Date:

Revision Date:

PURPOSE:

To outline the conditions of academic freedom and responsibility for faculty and staff members who teach or perform research.

RIGHTS AND  
RESPONSIBILITIES:

Academic freedom is the right of members of the academic community freely to study, discuss, investigate, teach, conduct research, publish or administer as appropriate to their respective roles and responsibilities. It is the responsibility of administrators to protect and assure these rights within the governing framework of the institution. Teachers are entitled to freedom in the classroom in discussing their subject, but they should be careful to present the various scholarly views related to their subject and to avoid introducing into their teaching controversial or other matter which has no relation to their subject. Teachers are entitled to full freedom in research and in the publication of the results therefrom, subject to the adequate performance of their other academic duties.

ASSURANCES:

However, academic freedom should be distinguished clearly from constitutional freedom, which all citizens enjoy equally under the law. Academic freedom is an additional assurance to those who teach and pursue knowledge, and, thus, properly should be restricted to rights of expression pertaining to teaching and research within their areas of recognized professional competencies. Beyond this, expressions by members of the academic community should carry no more weight or protection than that accorded any other citizen under the guarantee of constitutional rights: that is, outside of one's professional field, one must accept the same responsibility which all other individuals bear for their acts and utterances. In these cases, there is and should be no guaranteed immunity from

Subject: Academic Freedom  
& Responsibility

Section Number: PAC - 14

Approval Date:

Revision Date:

possible criticism under the guise of academic freedom; however, when members of the academic community speak or write as citizens, they should be free from institutional censorship or discipline, but as persons of learning they should remember that the public may judge their profession and their institution by their utterances so they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others and should indicate that they are not institutional spokespersons.

The concept of academic freedom must be accompanied by an equally demanding concept of academic responsibility. The concern of the institution and its members for academic freedom safeguards must extend equally to requiring responsible service, consistent with the objectives of the institution.

INSTITUTIONAL  
COMMITMENTS:

Institutions of higher education are committed to open and rational discussion as a principal means for the clarification of issues and the solution of problems. In the solution of certain difficult problems, all members of the academic community must take note of their responsibility to society, to the institution and to each other and must recognize that at times the interests of each may vary and will have to be reconciled. The use of physical force, psychological harassment, or other disruptive acts, which interfere with institutional activities, freedom of movement on the campus, or freedom of all members of the academic community to pursue their rightful goals, is the antithesis of academic freedom and responsibility. So, also, are acts which, in effect, deny freedom to speak, to be heard, to study, to teach, to administer and to pursue research. It is incumbent upon members of the academic community to be



Subject: Academic Freedom  
& Responsibility

Section Number: PAc - 14

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acquainted with their individual responsibilities, as delineated by appropriate institutional statements.

FACULTY  
COMMITMENTS:

The universal responsibility of the teaching faculty member is effective teaching. A proper academic climate can be maintained only when members of the academic community meet their fundamental responsibilities regularly, such as preparing for and meeting their assignments, conferring with and advising students, evaluating fairly and reporting promptly student achievement and participation in group deliberations which contribute to the growth and development of students and the institution. All members of the academic community also have the responsibility to accept those reasonable duties assigned to them within their fields of competency, whether curricular, cocurricular or extracurricular. Additionally, the concept of "institutional loyalty" still has a proper place within the academic community and imposes the further responsibility on all members of the academic community to attempt, honestly and in good faith, to preserve and defend the institution and the goals it espouses, without restricting the right to advocate change.

PROTECTION,  
DEFENSE &  
PROMOTION OF  
ACADEMIC FREEDOM:

Administrators must protect, defend and promote academic freedom, must assure that members of the academic community fulfill their responsibilities and, in addition, must recognize that they have special responsibilities for which they are held accountable--namely, the marshaling of human, physical and financial resources in order to realize institutional goals. (Source: American Association of State Colleges and Universities, adopted November 9, 1971)

Subject: Suspension	Section Number: PAc - 22 Approval Date: Revision Date:
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PURPOSE:

To establish the right of the President to suspend an employee.

SUSPENSION:

Before suspending a faculty member, pending an ultimate determination of the faculty member's status through the institution's hearing procedures, the administration will make reasonable effort to consult with the Faculty Rights and Responsibilities Committee concerning the propriety, the length and the other conditions of the suspension. A suspension which is intended to be final is a dismissal and will be treated as such. Salary may continue during the period of the suspension. (Source: American Association of University Professors)

*Removed*

**Subject:** Employee  
Responsibilities in  
Political Campaigns  
or Elections

**Section Number:** PG - 43

**Approval Date:**

**Revision Date:**

**PURPOSE:**

It is Morehead State University's position that students should be guaranteed a working and learning environment in which educational interests, rights and student welfare are protected. Of these rights, faculty and staff have a professional responsibility to respect the freedom, privacy and autonomy of students in personal circumstances such as political associations, campaigns and elections which occur either on or off campus. While faculty and staff have rights to participate in political associations and to express publicly their personal opinions regarding political issues or campaigns, they must be mindful of the power and influence which they have over students and the extent to which students can be deferential to subtle cues or certain loyalties of the faculty or staff member.

**EMPLOYEE PRIMARY  
RESPONSIBILITY:**

Employees have a responsibility to recognize their primary obligations to Morehead State University and to minimize private political interests within the educational or work setting which are or appear to be in conflict of interest and improper.

**EMPLOYEE  
POLITICAL  
PARTICIPATION:**

A faculty or staff member has the responsibility, when speaking as a private person regarding political issues or campaigns, to make clear that they are speaking as a private citizen and not representing the University in their official capacity as instructor, coach, counselor, administrator or other staff member.

**ELIMINATION OF  
POLITICAL  
FAVORITISM:**

Faculty or staff who serve in a supervisory or evaluative capacity and who have the power to take action affecting a student have a special responsibility to remove themselves from the position or perception that favoring one political candidate or issue over another will result in preferential treatment.



<b>SUBJECT:</b> Employee Responsibilities in Political Campaigns or Elections	<b>Section Number:</b> PG - 43  <b>Approval Date:</b> <b>Revision Date:</b>
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RESPECT OF PERSONAL PRIVACY:

A faculty or staff member has the responsibility to respect the privacy of students, particularly in regard to personal circumstances such as political associations and involvement in political campaigns and elections.

STUDENT POLITICAL PARTICIPATION:

Faculty and staff have a responsibility to make clear to students that participation in political associations, campaigns and elections or the support of causes is undertaken as a private person and not as a representative of the University or its sponsored activities.



**PERSONNEL ACTIONS**

**Recommendation**

That the Board approve the attached Personnel Actions from the period of August 13, 1985, thru October 4, 1985.

**P E R S O N N E L   A C T I O N S**

**August 13, 1985 thru October 4, 1985**

## DEFINITIONS OF ACTIONS

Standing I	Appointment to full-time faculty, administrative, or staff (exempt or non-exempt) position. Employed through permanent budget funds with benefits fully covered. Regular status.* No ending date.
Standing II	Appointment to part-time administrative or staff (exempt or non-exempt) position. Employed through permanent budget funds with no benefits. Non-Regular status.*** No ending date.
Fixed-Term I	Appointment to full-time faculty or staff (exempt) position for more than six (6) months but less than one (1) year. May be employed through Soft Money** with benefits fully covered. Regular status.* Terminable after one year.
Fixed-Term II	Appointment to full-time or part-time (up to one (1) year) faculty position or special project for less than six (6) months. May be employed through Soft Money** or available permanent budget funds, with no benefits. Non-Regular status.*** Terminable after one (1) year.
Supplementary I	Additional contract obligation in supplement to original agreement ( <u>adds calendar time</u> ) for faculty or staff (exempt or non-exempt) currently Standing I or II appointments. For example, Summer I & II appointments or 9-month appointment extended to 10, 11, or 12 month appointment. Regular status* with benefits fully covered.
Supplementary II	Additional contract obligation in supplement to Standing I, II or Fixed Term I appointment ( <u>same contractual period</u> ). For example, administrators teaching night classes or on-the-road payment. Should not handle overtime. Regular status* with benefits fully covered.
Visiting Appointment	Faculty with "visiting" as part of title. Can be full or part-time. Limited to one year. Employed through Soft Money** with no benefits. Non-regular status.***
Wage Payroll	Temporary assignment for staff (exempt or non-exempt) position or special project. Ending date less than six months. Terminable at six months if full-time. May be employed through Soft Money.** Non-regular*** status with no benefits.

\* Regular status is a faculty or staff member who is appointed to a full-time position that will exist for more than six consecutive calendar months with the exception of continuance.

\*\* Soft Money is defined as non-recurring funds from University or external funds.

\*\*\* Non-Regular status is a faculty or staff member who works less than full-time or who works full-time but is not appointed to a position that will last more than six consecutive months.

10/10/85

## P E R S O N N E L   A C T I O N S

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08/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
PRESIDENT, OFFICE OF <u>Legal Counsel</u>				
JONES, LYDIA MILEY	Wage Payroll	Secretary (Temporary)	8/8/85 - 8/9/85	\$4.00/hr.
LITTON, ANITA CAROL	Wage Payroll	Secretary (Temporary)	8/12/85 - 8/16/85	\$4.00/hr.
LITTON, ANITA CAROL	Wage Payroll	Secretary (Temporary)	8/20/85 - 8/20/85	\$4.00/hr.

03/15/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<u>ATHLETICS, OFFICE OF</u>				
<u>Off of Director, Athletics</u>				
BRUNAK, DAVID R.	Transfer Title Change Promotion Salary Adjustment Replacement	From Eagle Athletic Fund Dir., Dev. Officer, to Asst. Dir. of Athletics for Promotions & Marketing (Replacing J.E. Allen - \$32,944)	9/27/85 - 5/30/86	\$27,000.00 (\$8,404 inc)
<u>Football</u>				
REIDELBERG, KIRK F	Fixed Term I Reclassification Title Change Replacement	Residence Hall Director (Downing) (12-mo. cont. funds from EAF) (Replacing Ted Elevins - 111,212) (Joint app. with Residence Education)	8/1/85 - 6/30/86	\$5,268.00
<u>Golf</u>				
CHANEY, REX	Supplementary II	Associate Professor (To teach REC 425 091 - Whitesburg)	8/26/85 - 12/14/85	\$1,446.00
<u>Swimming and Cross Country</u>				
OVERSTREET, EARLE LEROY	Wage Payroll Replacement	Men's & Women's Swimming & Cross Country Coach (Replacing Bob Willey - \$19,926)	9/27/85 - 2/27/86	\$1900.00/mo.
WILLEY, ROBERT KENNETH	Resignation	Men's & Women's Swimming & Cross Country Coach	9/21/85	\$19,926.00

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P E R S O N N E L   A C T I O N S

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08/13/85 thru 10/04/85

Administrative Unit/  
Name

----- Action -----

----- Description -----

Effective  
Date

----- Salary -----

ATHLETICS, OFFICE OF

Womens Softball

SEELIG, JOHN MICHAEL

Supplementary I

Women's Softball Coach

5/19/85 - 5/19/85

\$3,090.00

06/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>UNIV. RELATIONS, OFFICE OF</u>				
<u>Asst. to President, Univ. Pal</u>				
CARTY, JANICE ANNETTE	Wage Payroll	Clerk Typist	8/12/85 - 8/16/85	\$3.35/hr.
SHEPHERD, KEITH BRENT	Wage Payroll	Sound Technician (Temporary) (To work 25 hrs. during the Kentucky Harvest and Hardwood Festival)	9/20/85 - 9/22/85	\$5.00/hr.
<u>Office of Public Information</u>				
BRADLEY, JAMES RAYBOURN	Wage Payroll	Staff Photographer	8/14/85 - 9/13/85	\$5.50/hr.
BRADLEY, JAMES RAYBOURN	Standing I Probation	Photographic Technician	9/1/85	\$10,064.00
JOHNSON, KENNER ELLIS	Standing I New Position Probation	Staff Writer (Monies taken from Graphics Specialist II vacancy)	8/22/85	\$13,448
LAYNE, JOSEPH WILLIAM	Wage Payroll	Lighting Technician	9/12/85 - 9/14/85	\$4.00/hr. for 12 hrs.
YOUNG, PAULINE HOLBROOK	Transfer Title Change Replacement	From Records Specialist, Alumni Relations, to Secretary I, Public Information (Replacing Wanda James - \$10,505)	8/23/85	\$10,506.00
ZURNES, ROCKY R	Resignation	Graphic Designer	10/4/85	\$16,837.00
<u>Office of Development</u>				
MUSSEY, ANITA R	Transfer Title Change Replacement	From Secretary I (full- time position) to Receptionist/Typist (3/4 time position) (Replacing Sherry Trent)	7/1/85	\$6,329 (\$2,276 dec)

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## PERSONNEL ACTIONS

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08/15/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
UNIV. RELATIONS, OFFICE OF				
<u>Office of Alumni Relations</u>				
JAMES, SHERI DENISE	Wage Payroll Replacement	Receptionist Typist (Replacing Pauline Davis- \$10,506)	9/30/85 - 10/31/85	\$4.00/hr.
PATRICK, NANCY OFFILL	Wage Payroll Replacement	Clerk/Typist (Replacing Pauline Davis- \$10,506)	8/22/85 - 9/30/85	\$4.50/hr.



10/10/85

## PERSONNEL ACTIONS

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06/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>STUDENT DEVELOPMENT, DIV. OF</u>				
<u>Off. VP, Student Development</u>				
JOHN, MYRON LEE	Title Change Transfer	From Asst. Manager of WMKY & Acting Asst. to the VP for Student Dev. to Acting Asst. to the VP for Student Development	9/15/85 - 6/30/86	\$20,598.00
<u>Office of Counseling Center</u>				
ANDERSON, DANIEL A	Title Change	From Psychologist to Clinical Psychologist	9/1/85	\$20,600.00
<u>Office of Financial Aid</u>				
WALKER, RONALD L.	Resignation	Director of Financial Aid	1/31/86	\$31,130.00
<u>Office of Residence Education</u>				
COMBS, KEVIN CLARK	Standing II Replacement	Student Assistant (Replacing Teresa Gay)	8/15/85	\$4,000.00
HEIDELBERG, KIRK F	Fixed Term I Reclassification Title Change Replacement	Residence Hall Director (Downing) (Using Offutt vacancy) (Replacing Ted Blevins - #11,212) (Joint appointment with Athletics)	8/1/85 - 5/30/86	\$3,000.00
KEETON, VIRGINIA W.	Resignation	Night Clerk	9/13/85	\$8,570.00

10/10/85

## P E R S O N N E L   A C T I O N S

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08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>STUDENT DEVELOPMENT, DIV. OF</u>				
<u>Off. Univ. Ctr. &amp; Stud. Act.</u>				
CARPENTER, WENDY	Wage Payroll Continuation	Lifeguard - Eagle Lake	8/18/85 - 8/25/85	\$3.35/hr. for 48 hrs.
BYSTER, MARIANA BRINCH	Wage Payroll Continuation	Lifeguard - Eagle Lake	8/18/85 - 9/2/85	\$3.35/hr. for 96 hrs.
BORG, MICHAEL EARL	Wage Payroll Continuation	Lifeguard - Eagle Lake	8/18/85 - 9/2/85	\$3.35/hr. for 90 hrs.
<u>Housing Office</u>				
COLES, BRUCE ISAAC	Standing I	Residence Hall Night Assistant (Utilizing vacancy position)	8/17/85 - 5/15/86	\$6,592.00
COLES, BRUCE ISAAC	Release	Residence Hall Night Assistant	9/14/85	\$6,592.00
EVANS, JEFFREY DALE	Standing I Replacement	Residence Hall Night Assistant (Replacing Allen Tabor-57,252)	9/6/85 - 5/15/86	\$6,592.00
GRIGSBY, BAILEY PEYTON	Standing I Replacement	Residence Hall Night Assistant (Replacing Henry H. Roark, Jr. - 57,252)	9/14/85 - 5/15/86	\$6,592.00
MCCLIESE, LINDA F.	Standing I Replacement	Residence Hall Night Assistant (Replacing Evelyn Rosenberg - 56,570)	8/17/85 - 5/15/86	\$6,592.00
ROSENBERG, EVELYN C	Wage Payroll	Hall Director	8/1/85 - 8/7/85	1250.00
STERNENS, KATHY JANE	Transfer Salary Adjustment Replacement Standing I	Residence Hall Night Assistant--assigned for duty from 4 nights/week to 5 nights/week (Replacing Ida Newman - 57,252.00)	8/17/85 - 5/30/86	\$7,252 (\$1,451 inc)

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08/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
STUDENT DEVELOPMENT, DIV. OF				
<u>Housing Office</u>				
WHITE, GERALDINE LOUISE	Standing II - Replacement	Residence Hall Night Assistant (Replacing Kathy J. Stephens - \$5,801)	8/21/85 - 5/15/86	\$5,220.90
WITHEROW, SUSAN FRANCES	Wage Payroll	Secretary I (Replacing Robin McCray - \$9,400)	10/1/85 - 10/31/85	\$4.00/hr.
<u>Custodial-Residence Hall Serv</u>				
CHAPMAN, GAIL JEAN	Standing I Probation Replacement	Residence Hall Custodian (Replacing Thelma Onay - \$9,966)	9/1/85	\$9,966.00
JANT, MARSHALL L.	Standing I Probation	Residence Hall Custodian (Filling vacancy)	9/10/85	\$9,966.00
MURT, WILLIE	Standing I Transfer Probation Replacement	From Custodian/part-time, Office of Physical Plant, to Residence Hall Custodian, Office of Student Housing (Replac- ing Robert Greene-\$9,966)	9/1/85	\$9,966.00
TABOR, ALLEN RAY	Transfer Title Change Salary Adjustment Replacement	From Residence Hall Night Assistant (10 mos.) to Residence Hall Custodian (12 mos.) (Replacing Homer Thurman-\$9,966)	9/1/85	\$9,966 (\$2,714 inc)
THURMAN, HOMER RUSSELL	Resignation	Residence Hall Custodian	8/31/85	\$9,966.00

03/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>ACADEMIC AFFAIRS, DIV. OF</u>				
<u>Office of Admissions</u>				
ADKINS, KATHY LYNN	Standing I Probation Replacement	Secretary I (Replacing Anita R. Douglas - \$9,131)	10/1/85	\$8,235.00
BALLARD, BRENDA M.	Standing I Probation Replacement	Receptionist/Typist (Replacing Nancy Sharon Davis - \$9,540)	3/14/85	\$9,105.00
BOWEN, ALBERT J.	Resignation	Director of Admissions	5/30/85	\$135,020.00
DANLY, KIMBEELY	Wage Payroll Replacement	Temporary Clerk (Replacing Anita R. Douglas-\$9,105)	8/12/85 - 8/30/85	\$3.35/hr.
DANLY, KIMBERLY	Wage Payroll Continuation	Clerk (Temporary)	9/1/85 - 9/20/85	\$3.35/hr.
HOLDREIN, KELLY MICHELE	Standing I Probation Replacement	Admissions Counselor (Replacing Kyle Barnett - \$17,310)	9/14/85	\$13,000.00
<u>Office of the Registrar</u>				
WASHINGTON, BETTY LORAIN	Transfer Title Change Replacement Salary Adjustment	From Cashier, Office of Business Services, to Receptionist/Typist, Office of the Registrar (Replacing Josephine Tolliver - \$11,742)	8/27/85	\$9,826 (\$1,795 dec)
<u>Academic Assessment</u>				
ADKINS, BARBARA SUE	Resignation	Secretary II	9/30/85	\$12,362.00

10/10/85

## PERSONNEL ACTIONS

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08/11/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
GRAD. & SPEC. ACAD. PROGRAMS				
<u>Off. Dean, Grad. &amp; Spec. Acad</u>				
AKASKY, ROBERT L.	Standing I Tenure/Track	Dean of Graduate & Special Academic Programs and Professor of Psychology	9/1/85	\$50,000.00
<u>Appalachian Development Center</u>				
ASERS, LINDA H	Fixed Term I New Position Probation	General Management Consultant, Eastern Ky. Small Business Dev. Center/Ashland Sub-Center (Restricted)	9/16/85 - 9/29/86	\$18,000.00
JANU, RHONDA LEE	Wage Payroll	Research Assistant	5/15/85 - 5/15/86	\$3,000.00
HAYSE, VALERIE DAHN	Standing I Replacement Probation	Secretary I (Replacing Georgia Sammons - \$9,374)	9/16/85	\$8,235.00
FOUNTS, MARGARET L.	Standing I Replacement Probation	Secretary I (Replacing Diane Ginter - \$8,665)	9/1/85	\$10,565.00
<u>Off., Research, Grants &amp; Cont</u>				
JUNCAH, VERNETTA LYNN	Standing I Probation New Position	Secretary I (Previous vacancy was in Continuing Education)	9/5/85	\$9,105.00
JONES, JACK G.	Title Change	From Accountant to Grants Officer	9/1/85	\$17,105.00
LOWE, MELINDA KAY	Standing I Probation Replacement	Secretary I (Replacing Terri Osborne - \$9,656)	9/5/85	\$9,105.00

10/10/85

## PERSONNEL ACTIONS

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08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>Spec. Acad. Programs</u>				
<u>Office of Telp Programs</u>				
ELSHON, JANET I	Supplementary II	Lecturer (Classes on Sept. 28, Oct. 19, Nov. 15, Jan. 11, Feb. 22 and Mar. 22)	9/28/85 - 3/22/86	\$600.00
EDINGER, JUDITH ANNE	Supplementary II	Lecturer (Classes on Sept. 28, Oct. 19, Nov. 16, Jan. 11, Feb. 22 and Mar. 22)	9/28/85 - 3/22/86	\$600.00
JILLEY, CHARLES RAY	Supplementary II	Lecturer (Classes on Sept. 28, Oct. 19, Nov. 15, Jan. 11, Feb. 22 and Mar. 22)	9/28/85 - 3/22/86	\$600.00
LAWSON, MONICA DIANE	Standing I Replacement Probation	Secretary I (Replacing Ruth Dowdy - \$4,378)	9/30/85	\$8,665.00
ALSOA, MARY	Fixed Term II	Lecturer (Classes on Sept. 28, Oct. 19, Nov. 15, Jan. 11, Feb. 22 and Mar. 22)	9/28/85 - 3/22/86	\$600.00
<u>Off. of Extended Campus Progs.</u>				
BYSTER, GEORGE W.	Title Change	From Director of Continuing Education to Director of Extended Campus Programs	8/1/85	\$41,363.00
<u>Child Development Assoc. Progs.</u>				

10/10/85

## P E R S O N N E L   A C T I O N S

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03/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
SPAD. & SPEC. ACAD. PROGRAMS				
<u>Child Development Assoc. Prog.</u>				
KARWATKA, CAROLE THOMMEN	Fixed Term II Continuation	Child Development Assoc. Trainer (Call in on a day-by-day basis not to exceed 110 working days within 10-month period) (Restricted Program)	9/9/85 - 6/15/86	\$75.00/day
MATTINGLY, DEBRA NAPIER	Fixed Term II Title Change Replacement	From Child Development Associate Trainer to Acting Child Development Associate Director (Replacing Beverly Cree - \$14,990) (Restricted)	9/1/85 - 11/1/85	\$1,734.00/mo.
<u>Job Training Part. Act. Prog.</u>				
JONES, LYDIA MILEY	Fixed Term I Replacement Probation	Job Training Program Trainer (Replacing Jacqueline Scott -- (\$10,585) (Restricted funds)	9/30/85 - 6/30/86	\$13,000.00
KISBEY, CONNIE LYNN	Fixed Term I New Position Probation	Job Training Program Trainer (New Position) (Restricted)	9/24/85 - 6/30/86	\$14,678.00
SCOTT, JACQUELYN HARBOR	Fixed Term I New Position Title Change Salary Adjustment Probation	From Job Training Program Trainer to Job Training Coordinator (Salary taken from four JTP accounts--\$4,162 from each)	9/15/85 - 6/30/86	\$15,688 (\$373 inc)

08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>ARTS &amp; SCIENCES, COLL. OF</u>				
<u>Art</u>				
ADAMS, DOUGLAS GENE	Fixed Term II	Lecturer (To teach ART 399-092 & ART 599-092)	8/26/85 - 12/14/85	\$900.00
DELICATA, JANELLE A.	Fixed Term II	Lecturer (To teach ART 101-002, ART 214-001 & ART 241-001)	8/21/85 - 12/14/85	\$2,700.00
HOOVER, GERRY ALLEN	Fixed Term II	Lecturer (To teach ART 399-090 & ART 599-090)	8/26/85 - 12/14/85	\$900.00
<u>Biological &amp; Env. Sciences</u>				
SUSROE, FRED M	Supplementary II	Associate Professor (To teach BIO 537 - Haysville)	8/26/85 - 12/14/85	\$490.00
LUTTON, STEPHEN DALE	Wage Payroll Special Project	Intern - Nature Interpretation (Restricted)	9/9/85 - 12/13/85	\$910.00
<u>Communications</u>				
HAMILTON, ROZY K.	Fixed Term II	Lecturer (To teach THEA 312-001 & THEA 327- 001)	8/16/85 - 12/13/85	\$1,800.00
LAYNE, SYLVIA HORTON	Fixed Term II	Lecturer (To teach THEA 203-001 & THEA 375-001)	8/16/85 - 12/13/85	\$1,800.00
LINDELL, CALVIN O.	Fixed Term I Replacement	Instructor of Speech (Replacing Gary Balfantz - \$21,000)	5/19/85 - 5/15/86	\$17,500.00



08/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<u>ARTS &amp; SCIENCES, COLL. OF</u>				
<u>Communications</u>				
PAIGE, ROBERT W.	Resignation	Associate Professor, Speech	9/30/85	\$21,012.00
TEUBNER, DARRELL RICHARD	Fixed Term II	Lecturer	3/16/85 - 12/13/85	\$900.00
WEAVER, ROGER DUANE	Fixed Term II	Lecturer (To teach R-TV 450-001)	3/16/85 - 12/13/85	\$900.00
WILSON, JACK E	Transfer Title Change Salary Adjustment	From Department Chair of Communications to Professor of Speech	10/3/85	\$34,513 (\$7,669 dec)

English/Foreign Lang. & Phil.

DOELER, G DONALD	Supplementary II	Professor (To teach ENG 544 - Maysville)	3/26/85 - 12/14/85	1490.00
LEWIS, KAYRENE NORBERG	Fixed Term II	Lecturer in English (Contingent upon class enrollment--one section)	6/19/85 - 12/14/85	1900.00
MINCEY, KATHRYN CRUSIE	Fixed Term II	Lecturer in English (Contingent upon class enrollment--1900 per section--two sections)	3/19/85 - 12/14/85	\$1,800.00

Geog., Govt., History

SALOWIN, YVONNE HONEYCUTT	Fixed Term II	Lecturer (To teach HIS 141-003 & HIS 142-002)	3/21/85 - 12/14/85	\$1,800.00
SKOWN, PEGGY LYNN	Fixed Term II	Lecturer (To teach HIS 141-002, HIS 344-001 & HIS 544-001)	3/21/85 - 12/14/85	\$2,700.00

10/10/85

## PERSONNEL ACTIONS

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03/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>ARTS &amp; SCIENCES, COLL. OF</u>				
<u>Geog., Govt., History</u>				
DAV, GARY C	Supplementary II	Professor (To teach GEO 600 - Pikeville)	8/26/85 - 12/14/85	\$1,022.00
DOFFMAN, KENNETH E	Fixed Term II	Lecturer (Utilizing V. Cano salary difference-\$1,500; R. Banks-\$1,000; J. Owen (LWOP)-\$2,500--all non- recurring fund usage)	8/19/85 - 5/7/86	\$5,000.00
<u>Mathematics</u>				
COOPER, LAKE CORNETT	Retirement	Associate Professor of Mathematics	12/31/85	\$27,568.00
FLORA, BEN V	Supplementary II	Professor (To teach MATM 575 - Prestonsburg)	8/26/85 - 12/14/85	\$790.00
JONES, CHARLIE L	Retirement	Associate Professor of Mathematics	7/3/86	\$27,295.00
<u>Music</u>				
PAYNE, LOUISE HANSON	Fixed Term II Replacement	Lecturer (Replacing Larry Keenan-Sab. Leave- 129,099)	8/19/85 - 12/13/85	\$2,700.00
<u>Physical Sciences</u>				
FALLS, WILLIAM R	Supplementary II	Professor (To teach SCI 570 - Ashland)	9/3/85 - 12/14/85	\$562.00

10/10/85

## P E R S O N N E L   A C T I O N S

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06/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ARTS & SCIENCES, COLL. OF				
<u>Physical Sciences</u>				
PHILLER, JOHN C	Supplementary II	Professor (To teach SCI 599 - Prestonsburg)	8/26/85 - 12/14/85	\$790.00
<u>Office of TV Production</u>				
YOUNG, TIMOTHY W	Standing I Probation	TV Producer	9/6/85 - 6/30/86	\$15,000.00

10/10/85

## PERSONNEL ACTIONS

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05/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
PROFESSIONAL STUDIES, COLL. OF				
<u>Off. of Dean, Prof. Studies</u>				
RUSSELL, BARBARA EDITH	Fixed Term I Transfer Title Change Salary Adjustment	From Assistant Professor of Education to Acting Dean, College of Professional Studies	8/23/85 - 5/30/86	\$33,400 (\$10,801 inc)
<u>Business and Economics</u>				
JACKER, STEPHEN WINSTON	Fixed Term II	Lecturer (To teach FIN 407-001)	8/26/85 - 12/14/85	\$900.00
BREEZE, LARRY CECIL	Fixed Term II	Lecturer (To teach REAL 320-001)	8/26/85 - 12/14/85	\$900.00
BURGE, JAN GWYNETTE	Supplementary II	Lecturer (To teach OADM 321-007)	8/26/85 - 12/14/85	\$900.00
CAMPBELL, EVERETT J.	Supplementary II	Professor (To teach ECON 651 001 - Winchester)	8/26/85 - 12/14/85	\$530.00
CAUDILL, C DALE	Supplementary II	Instructor (To teach FIN 360 090 - Ashland)	8/26/85 - 12/14/85	\$662.00
COOPER, SANDRA LOUISE	Fixed Term II	Lecturer (To teach ACCT 241-003)	8/26/85 - 12/14/85	\$900.00
FLUTY, JAMES A	Fixed Term II	Lecturer (To teach ACCT 241-005)	8/26/85 - 12/14/85	\$900.00
HUNT, DARLA ANN BURCHETT	Fixed Term II	Lecturer (To teach OADM 111-001 & OADM 111-002)	8/26/85 - 12/14/85	\$1,300.00
JESSIE, BILL	Fixed Term II	Lecturer (To teach ACCT 300-000)	8/26/85 - 12/14/85	\$900.00
KISER, DANNY R	Fixed Term II	Lecturer (TO TEACH REAL 351-001)	8/26/85 - 12/14/85	\$900.00
LAISSE, MYRA JANE	Title Change	From Clerk/Typist to Secretary I	10/1/85	\$9,925.00

03/15/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
PROFESSIONAL STUDIES, COLL. OF				
<u>Business and Economics</u>				
REYNOLDS, ROBERT E	Supplementary II	Professor (To teach MNGT 620-090 - Ashland)	3/26/85 - 12/14/85	\$662.00
HARRISON, THOMAS CLINTON	Supplementary II	Professor (To teach ECON 661-090 - Ashland)	3/26/85 - 12/14/85	\$662.00
BOSS, RONALD W.	Supplementary II	Lecturer (To teach MNGT 411-001)	3/26/85 - 12/14/85	\$900.00
PATRICK, MATTIE BETH	Supplementary II	Lecturer (To teach DATA 201-010)	3/26/85 - 12/14/85	\$900.00
PETERS, JACK W.R.	Supplementary II	Associate Professor (To teach MNGT 619-090 - Ashland)	3/26/85 - 12/14/85	\$662.00
ROBINSON, LYNN ALLYSON	Wage Payroll Replacement	Secretary (Replacing Sandra Reynolds - 19/141)	3/21/85 - 11/1/85	\$4.30/hr.
SMITH, PHILIP RALPH	Supplementary II	Lecturer (To teach ACCT 282-002)	3/26/85 - 12/14/85	\$900.00
STANBURY, CHARLES F.	Fixed Term II	Lecturer (To teach ACCT 281-006)	3/26/85 - 12/14/85	\$900.00
FURNIPSEED, DAVID L	Supplementary II	Assistant Professor (To teach FIN 599-070 - Pikeville)	3/26/85 - 12/14/85	\$1,022.00
WHITAKER, WILLIAM M	Supplementary II	Professor (To teach FIN 660 - 090 - Ashland)	3/26/85 - 12/14/85	\$662.00
WILLIAMS, HELEN SANDRA	Supplementary II	Lecturer (To teach OADH 321-005)	3/26/85 - 12/14/85	\$900.00
WILSON, LARRY ADRIAN	Supplementary II	Lecturer (To teach PHED 107-005 - 1 1/3 evening class)	3/26/85 - 12/14/85	\$400.00
WOODS, DELORES MONICUL	Fixed Term II	(To teach MNGT 261-003)	3/26/85 - 12/14/85	\$900.00

10/10/85

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06/13/85 thru 10/04/85

Administrative Unit/  
Name

PROFESSIONAL STUDIES, COLL. OF

EDUC. & ECON. - Mkt./MarketingEffective  
Date

----- Action -----

----- Description -----

----- Salary -----

CARLSON, RODGER D.

Supplementary II

Professor (To teach  
MKT 650 090 -  
Prestonsburg)

6/26/85 - 12/14/85

\$790.00

CARLSON, RODGER D.

Supplementary II  
Special ProjectSSI Team Advisor  
(Restricted funds)

9/23/85 - 12/13/85

\$150.00

PIEPER, BILL B

Supplementary II  
Special ProjectSSI Team Advisor  
(Restricted funds)

9/23/85 - 12/13/85

\$150.00

WILLIAMS, LOWELL KIM

Supplementary II  
Special ProjectSSI Team Advisor  
(Restricted funds)

9/23/85 - 12/13/85

\$150.00

Education - Academic Affairs

BACON, REEDUS

Supplementary II

Professor (To teach  
EUSE 634 - Ashland)

6/26/85 - 12/14/85

\$682.00

BRIEF, RICHARD W.

Supplementary II

Professor (To teach  
EDF 600 - Prestonsburg)

8/26/85 - 12/14/85

\$790.00

BINGHAM, JANET SIMPSON

Fixed Term II

Lecturer  
(To teach EDGC 655 -  
090 - Ashland)

9/23/85 - 12/14/85

\$900.00

BUDICAR, JOHN R

Supplementary II

Professor (To teach  
EDAD 691 -  
Prestonsburg)

3/26/85 - 12/14/85

\$790.00

COLLIER, DENNIS L

Supplementary II

Professor (To teach  
EUSP 601 - Ashland)

3/23/85 - 12/14/85

\$682.00

FARBER, PAUL

Supplementary II

Assistant Professor  
(To teach EDF 610 -  
Pikeville)

5/26/85 - 12/14/85

\$1,022.00

FRANKLIN, JERRY KUDOLPH

Supplementary II

Assistant Professor (To  
administer final exam on  
Sept. 25 & Oct. 5 in the  
Florida Performance  
Measurement System)

9/23/85 - 10/5/85

\$200.00

10/10/85

## PERSONNEL ACTIONS

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08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
PROFESSIONAL STUDIES, COLL. OF				
<u>Education - Academic Affairs</u>				
ASHLAND, KENT E	Supplementary II	Associate Professor (To teach EDEL 632 - Ashland)	8/26/85 - 12/14/85	\$662.00
WIESINGER, LAWRENCE E	Supplementary II	Professor (To teach EDSE 643 - Prestonsburg)	8/26/85 - 12/14/85	\$790.00
BRIDGSTAFF, COLLETA Y	Supplementary II	Assistant Professor (To teach EDEL 527 - Pikeville)	8/26/85 - 12/14/85	\$1,022.00
HERZOG, KATHARINE D	Supplementary II	Associate Professor (To teach EDEL 527 - Maysville)	8/26/85 - 12/14/85	\$490.00
HICKS, CHARLES H	Supplementary II	Professor (To teach EDGC 530 - Prestonsburg)	8/26/85 - 12/14/85	\$790.00
HOKSKY, GREGORY A	Supplementary II	Assistant Professor (To teach EDEL 532 - Whitesburg)	8/26/85 - 12/14/85	\$1,446.00
HUGHES, RICHARD	Fixed Term II	Lecturer (To teach EDF 610 - 001 & EDF 610 - 091)	8/22/85 - 12/13/85	\$2,500.00
KLEIN, JOHN SEIBERT	Supplementary II	Assistant Professor (To teach EDF 610 - Ashland)	8/26/85 - 12/14/85	\$662.00
LANGRISH, FRANKLIN II	Supplementary II	Professor (To teach EDEL 680 - Pikeville)	8/26/85 - 12/14/85	\$1,022.00
ACHANON, LEE ANN	Wage Payroll Replacement	Secretary I (Replacing Ann Mansley - \$5,433)	8/14/85 - 9/9/85	\$4.00/hr.
ACHANON, LEE ANN	Standing I Probation Replacement	Secretary I (Replacing Ann Mansley - \$5,433)	9/10/85	\$2,235.00
MOORE, BILL F	Supplementary II	Associate Professor (To teach EDEL 630 - Pikeville)	8/26/85 - 12/14/85	\$1,022.00

10/10/85

## P E R S O N N E L   A C T I O N S

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06/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
PROFESSIONAL STUDIES, COLL. OF				
<u>Education - Academic Affairs</u>				
BEEDHAM, ROBERT C	Supplementary II	Professor (To teach EDAD 645 - Pikeville)	3/26/85 - 12/14/85	\$1,022.00
BOURNE, JEANNE SLOCUM	Supplementary II	Lecturer (To teach EDF 600 - 092 - Whitesburg)	9/3/85 - 12/14/85	\$1,446.00
ROSE, H HAROLD	Supplementary II	Professor (To teach EDAH 68d - Prestonsburg)	3/26/85 - 12/14/85	\$790.00
SABIE, LAYLA BAYATTI	Supplementary II	Associate Professor (To teach EDEL 65) - Ashland)	3/26/85 - 12/14/85	\$662.00
SCAMILL, JOHN H.	Fixed Term I Replacement	Assistant Professor (Temporary one year appointment only) (Replacing Arden Miller - 120,151)	3/22/85 - 5/15/86	\$19,500.00
THOMAS, DAN S	Supplementary II	Professor (To teach EDGC 655 - Pikeville)	3/26/85 - 12/14/85	\$1,022.00
TURNIPSEED, PATRICIA KAY	Supplementary II	Assistant Professor (To teach EDSP 551 - Prestonsburg)	3/26/85 - 12/14/85	\$790.00
WEIKEL, WILLIAM JOSEPH	Supplementary II	Professor (To teach EDGC 656 - Pikeville)	3/26/85 - 12/14/85	\$1,022.00
WELLS, RANDALL L.	Supplementary II	Professor (To teach EDSE 634 - Prestonsburg)	3/26/85 - 12/14/85	\$790.00
WELLS, SUE S	Supplementary II	Assistant Professor (To administer final exam in Foyd & Henites in the Florida Performance Measurement System on Sept. 28 & Oct. 5)	9/28/85 - 10/5/85	\$200.00
WILSON, ALEDA JEAN	Supplementary II	Associate Professor (To teach EDGC 619 - Prestonsburg)	3/26/85 - 12/14/85	\$790.00



08/15/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
PROFESSIONAL STUDIES, COLL. OF				
<u>Education - Prof. Lab Exper.</u>				
CLINE, DEBORAH A	Transfer Replacement	From Secretary I, WMMY Radio, to Secretary I, Education - Professional Lab Experiences (Replacing Linda Onay - \$9,193)	9/15/85	\$9,379.00
PAYNE, JOHN WILEY	Supplementary II	Professor (To teach EDEL 630 - Jackson)	8/25/85 - 12/14/85	\$910.00
<u>Education - Child Development</u>				
DUNCAN, GRETTA A	Supplementary II	Consultant for NAEYC Grant (Consultation to child care providers in the community)	9/16/85 - 9/27/85	\$100.00
ELLINGTON, JANE COOK	Supplementary II	Consultant for NAEYC Grant (Consultant with child care providers in the community)	9/16/85 - 9/27/85	\$100.00
HALE, JEANNE KESLEY	Supplementary II	Consultant/Secretary- Treasurer for NAEYC Grant (Consultation and resp. as sec./treas. and cons. to child care staff in community)	9/16/85 - 9/27/85	\$200.00
JASIE, LAYLA MAYATTI	Supplementary II	Consultant for NAEYC Grant/At-Large Member (Consultation with child care providers in the community and serving as at-large member)	9/16/85 - 9/27/85	\$150.00
TURNIPSEED, PATRICIA KAY	Supplementary II	Consultant for NAEYC Grant (Consultation to child care providers in the community)	9/16/85 - 9/27/85	\$25.00

03/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>PROFESSIONAL STUDIES, COLL. OF</u>				
<u>Health/P.E./Recreation</u>				
CHASER, JAMES BUFORD	Supplementary II	Assistant Professor (To teach HLTH 503 091 - Prestonsburg)	8/26/85 - 12/14/85	\$790.00
LUCKE, EDWARD JAMES	Supplementary II	Professor (To teach PHED 604 090 - Pikeville)	8/26/85 - 12/14/85	\$1,022.00
REBITT, HOWARD C	Supplementary II	Professor (To teach REC 625 090 - Jackson)	8/26/85 - 12/14/85	\$910.00
MEY, LINDA LOU	Transfer Title Change Replacement	From Secretary I, Professional Lab Experiences, to Receptionist/Typist, HPER (Replacing Joan Gray \$10,030)	8/21/85	\$9,193.00
JOSEPHINE, JAMES W	Supplementary II	Assistant Professor (To teach HLTH 505 091 - Jackson)	8/26/85 - 12/14/85	\$910.00
SWEENEY, HARRY FRANCIS	Supplementary II	Associate Professor (To teach HLTH 513 090 - Ashland)	8/26/85 - 12/14/85	\$662.00
THOMPSON, CHARLES J	Supplementary II	Professor (To teach HLTH 513 091 - Pikeville)	8/26/85 - 12/14/85	\$1,022.00
<u>Psy. &amp; Socio. - Sociology</u>				
MARSHALL, TED A	Supplementary II	Associate Professor (To teach SWK 399 090 - Woodshend)	8/19/85 - 12/13/85	\$630.00
WHITSON, SAMUEL MONT	Supplementary II	Professor (To teach SOC 603 090 - Prestonsburg)	8/19/85 - 12/13/85	\$790.00

10/10/85

## PERSONNEL ACTIONS

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08/15/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
PROFESSIONAL STUDIES, COLL. OF				
<u>Psy. &amp; Socio. - Psychology</u>				
ANDERSON, DANIEL A	Supplementary II	Lecturer (To teach PSY 533)	8/19/85 - 12/13/85	\$900.00
BLOUGH, L. BRADLEY	Supplementary II	Professor (To teach PSY 590 - Ashland)	8/26/85 - 12/13/85	\$662.00
DAVIS-MARLOSKY, PEGGY	Fixed Term II Replacement	Lecturer (3/4 time replacement for fall semester for Ann Demaree-Sabb. Leave)	8/19/85 - 12/13/85	\$6,000.00
HATTINGSLY, BRUCE A	Supplementary II	Associate Professor (To teach PSY 599 - Whitesburg)	8/26/85 - 12/13/85	\$1,446.00
HANAHORIA, MARY	Wage Payroll	Intern (Restricted)	10/1/85 - 12/15/85	\$1,431.50
<u>Sociology, Soc. Work &amp; Corr.</u>				
FERGUSON, LOIS COHN	Resignation	Receptionist/Typist	5/30/85	\$2,773.00
<u>Head Start</u>				
CARPENTER, WANDA J	Fixed Term I Special Project	Family Service Worker/ Secretary - Head Start (on a year-by-year basis)	9/3/85 - 6/30/86	\$7,520.00 (Includes In-Service)
JOHNSON, LOUELLA	Fixed Term I Special Project	Bus Driver/Teacher Aide - Head Start (Funded on a year-to-year basis)	9/3/85 - 6/30/86	\$7,520.00
SCARFF, KIM ANN	Fixed Term II	Teacher Aide	9/30/85 - 6/30/86	\$1,825.18
MILLEY, CARLA ELAINE	Resignation	Head Start Instructor	8/29/85	\$12,844.00
MILLEY, CARLA ELAINE	Wage Payroll	Head Start Teacher - Substitute	9/3/85 - 10/18/85	\$1,430.00/mo.

10/10/85

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05/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
PROFESSIONAL STUDIES, COLL. OF				
<u>Adult Learning Center</u>				
BRADLEY, RUTH CLARK	Wage Payroll	Literacy Coordinator (Less than 100 hrs./mo.)	9/5/85 - 8/1/86	\$2,600.00
BURWELL, BONNIE CAROLYN	Fixed Term I	Coordinator, Adult Learning Center	8/19/85 - 8/19/86	\$16,209.00
COGSWELL, JENNIFER LYNN	Fixed Term I	Assistant Coordinator, Adult Learning Center	8/19/85 - 8/19/86	\$5,956.00

03/15/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>APPLIED SCI. &amp; TECH., COLL. OF</u>				
<u>Aj-Nat. Resources-Agriculture</u>				
CAMPBELL, CARL EDWARD	Fixed Term II	Lecturer	3/26/85 - 12/14/85	\$900.00
FRITSCH, SANDRA JOY	Resignation	Horticulture Technician	4/24/85	\$9,931.00
MCNELL, NANCY LOU	Fixed Term I New Position Transfer	From Receptionist/Typist, Student Housing, to Secretary I, Small Mines (Utilizing Agric. Dept. Chair vacancy-13,442 and 17,400 Restricted funds)	10/1/85 - 6/30/86	\$10,342.00
WILLARD, JUDITH G	Transfer Salary Adjustment	From Associate Professor to Acting Chair, Dept. of Agriculture & Natural Resources	7/1/85 - 12/31/85	\$2,573.66/mo. (\$250/mo. inc)
WILSON, SHARON GOLDEN	Fixed Term II	Lecturer (To teach AGR 242 & 242L & AGR 399 & 399L)	3/26/85 - 12/14/85	\$1,800.00
<u>Aj./Nat. Resources-Farm</u>				
HAZIER, DAVID BRYAN	Wage Payroll	Farm Laborer (Replacing Clifford Lewis - 19,770)	4/18/85 - 12/15/85	\$3.35/hr.
LEWIS, CLIFFORD L.	Resignation	Custodian	3/8/85	\$9,770.00
PHILLIPS, DONNIE WAYNE	Release	Farm Laborer	4/13/85	\$3.50/hr.
WHITLEY, TIMOTHY	Wage Payroll Continuation	Farm Laborer	2/27/85 - 1/11/86	\$3.50/hr.
<u>Aj./Nat. Resources-Mining Tech</u>				
DARLING, KENNETH EUGENE	Fixed Term I Replacement	Assistant Professor (Replacing D. Forrest Cameron - 329,555)	3/19/85 - 5/10/86	\$23,000.00

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## PERSONNEL ACTIONS

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05/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>APPLIED SCI. &amp; TECH., COLL. OF</u>				
<u>Home Economics</u>				
FRANZINI, CAROLYN M.	Fixed Term II	Lecturer	8/21/85 - 12/14/85	\$1,200.00
LOW, SHEILA KAYE	Fixed Term I Replacement	Lecturer (Replacing Hobbie Tucker - \$16,125) (Salary difference taken from vacant instructor's position reduced by \$4,375)	8/16/85 - 5/17/86	\$20,500.00
STAMPER, ROYETTA ROWLAND	Fixed Term II Replacement	Lecturer (Replacing Dell Osteen - \$19,911)	8/21/85 - 12/14/85	\$900.00
STAMPER, ROYETTA ROWLAND	Fixed Term II	Lecturer (Replacing Del Osteen - \$13,911)	1/15/86 - 5/15/86	\$900.00
<u>Ind. Educ. &amp; Technology</u>				
BARON, GERALD THOMAS	Supplementary II	Associate Professor (To teach MFT 366 - Ashland)	8/26/85 - 12/14/85	\$662.00
CAIN, DONALD A.	Standing I Tenure/Track Replacement	Associate Professor (Replacing Donal L. May - \$29,866)	8/19/85	\$26,500.00
STARR, HERBERT DAVID	Fixed Term II	Lecturer (To teach IET 321--1.8 hr & IET 321L--1.34 hr.)	8/26/85 - 12/14/85	\$942.00
JILLOCK, WALTER SCOTT	Fixed Term II	Lecturer (Will teach classes until Dr. Zewari arrives October 1, 1985)	8/23/85 - 9/30/85	\$3,212.00
JILLOCK, WALTER SCOTT	Fixed Term I	Instructor of Industrial Education (Utilizing Robotic Eng. Tech. vacancy credit)	10/1/85 - 5/15/86	\$16,060.00

08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>APPLIED SCI. &amp; TECH., COLL. OF</u>				
<u>Ind. Educ. &amp; Technology</u>				
HALL, JOYCE SUE	Transfer Title Change	From Clerk/Typist I to Secretary I (Replacing Pat Burns - \$10,534)	9/3/85	\$8,585.00
HAYES, ROBERT THOMAS	Supplementary II	Assistant Professor (To teach MFT 246 - Rockwell)	8/26/85 - 12/14/85	\$530.00
HOWARD, LAWRENCE JAMES	Summer Contract	Associate Professor of Industrial Ed. & Tech. (Addendum for Summer I contract -- payment for two additional students)	5/5/85 - 7/3/85	\$560.00
HENTON, ROBERT E	Supplementary II	Professor (To teach ROR 170 and IET 599 - Ashland)	8/26/85 - 12/14/85	\$662.00
STEVENS, REGINA	Wage Payroll	Secretary	3/26/85 - 10/15/85	\$4.77/hr.
STRODE, EUGENE	Fixed Term II	Lecturer (To teach EET 243--1.3 hr & EET 243L--1.34 hr.)	8/26/85 - 12/14/85	\$942.00
<u>Nursing &amp; Allied Health</u>				
KING, KATHRYN CLANCY	Standing II Replacement	Nursing Campus Lab Assistant (Replacing Lucy Emmons - \$10,200)	2/16/85 - 5/17/86	\$7,650.00
MCNABE, LINDA E	Fixed Term II	Lecturer of Nursing (Academic)	8/14/85 - 12/13/85	\$4,068.50
SELBY, MARGARET S.	Standing I Replacement	Assistant Professor of Nursing (Replacing Ronnie Tolley - \$25,000)	8/26/85 - 5/30/86	\$21,000.00

10/10/85

## P E R S O N N E L   A C T I O N S

Page: 030

03/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>APPLIED SCI. &amp; TECH., COLL. OF</u>				
<u>Nursing &amp; Allied Health</u>				
SHINES, SHELBY J.	Appointment Fixed Term I Non-Tenure	Instructor of Nursing (Using Brenda Hanry vacancy of \$14,213 and Lucy Emmons vacancy \$2,550 plus \$2,737 from Mary Hoft vacancy)	3/16/85 - 5/30/86	\$19,500.00
WEIKEL, WILLIAM JOSEPH	Supplementary II	Professor (Presenter for Continuing Ed. workshop on Oct. 11, 18, 24, & 25)	10/11/85 - 10/25/85	\$600.00
<u>Hartiki</u>				
PATRICK, JERRY D	Wage Payroll Replacement	Student Worker (Replacing Dwayne Sowards - \$3.35/hr.)	3/19/85 - 12/31/85	\$3.35/hr. 40 hrs./wk.
PREECE, JOHN J.	Fixed Term I Probation Replacement	Farm Laborer (Swine) (Replacing Jerry Nichols- \$5,968)	3/12/85	\$5,968.00



10/10/85

## P E R S O N N E L   A C T I O N S

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05/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<u>ADMIN. &amp; FISCAL SER., DIV. OF</u>				
<u>Off. Budget &amp; Mgt. Info. Serv.</u>				
DOWLING, KATHLEEN B.	Wage Payroll	Research Assistant	9/23/85 - 11/1/85	\$6.30/hr.
JOSEPH, JEANNE SLOCUM	Salary Adjustment	Research Analyst	9/4/85	\$21,000 (\$2,246 inc)
 <u>Office of Business Services</u>				
ALLEN, JANET S.	Standing I Probation Replacement	Purchasing Officer (Replacing Robert W. Stokes - \$41,614)	10/1/85	\$25,000.00
COOPER, SANDRA LOUISE	Resignation	Cashier	9/7/85	\$10,094.00
MCGRAY, ROBIN ANN	Transfer Title Change Reclassification Salary Adjustment	From Secretary I, Housing to Cashier, Business Services (Replacing Betty Washington - \$11,621)	9/25/85	\$9,500 (\$949 inc)
NIECE, JOANNA CAROL	Wage Payroll Replacement	Cashier (Temporary) (Replacing Betty Washington - \$11,621)	8/26/85 - 10/25/85	\$4.50/hr.
 <u>Office of Computing Services</u>				
HALL, RANDY LEE	Standing I New Position Probation	Programmer	8/17/85	\$18,000.00
HENDERSON, DREW WILLIAM	Standing I New Position Probation	Programmer	8/17/85	\$18,000.00
JAMES, KEVIN BERT	Salary Adjustment	Acting Systems Manager (Compensation for serving as Acting Systems Manager for April, May, & June, 1985 at \$246.25/mo. One- time salary adjustment)	9/19/85	\$359.75

10/10/85

## P E R S O N N E L   A C T I O N S

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08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>Office of WJMY Radio</u>				
FLAVELL, JUDITH ANN	Wage Payroll	Acting Promotion Specialist	8/19/85 - 9/27/85	\$4.00/hr.
FLAVELL, JUDITH ANN	Wage Payroll	Acting Director of Promotion & Development (To continue through national search. 50% of salary to be billed to FY 86 CPB Comm. Ser. Unt)	9/28/85 - 11/29/85	\$5.00/hr.
OLSON, ANN W	Resignation	WJMY Promotion Specialist	9/20/85	\$6,403 (half-time)
WILSON, BARBARA GAIL	Title Change Salary Adjustment	From Traffic/Operations Director to Acting Program Director	9/16/85	\$17,573 (\$3,025 inc)
<u>Office of Safety and Security</u>				
MCLARTY, LARRY	Standing I Probation Replacement	Security Officer (Replacing Michael Reffitt - \$15,592)	9/1/85	\$15,500.00
SIMPSON, LINDA SUE	Title Change	From Coordinator of Motor Vehicle Ren. Ser. to Traffic Control Specialist	10/1/85	\$11,431.00
<u>Post Office</u>				
HICKS, ALLEN DOUGLAS	Wage Payroll	Postal Clerk (Temporary) (To staff the UPO during the funeral leave taken by Leah Gillum)	9/24/85 - 9/27/85	\$4.40/hr.

10/10/85

## PERSONNEL ACTIONS

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05/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<u>ADMIN. &amp; FISCAL SER., DIV. OF</u>				
<u>Office of Food Services</u>				
BYRON, EDNA A	Wage Payroll	General Cafeteria Worker (36 hrs. per week)	9/15/85 - 3/16/86	\$3.35/hr.
CARTER, ELMA LOU	Wage Payroll	General Cafeteria (To work temporarily for Libby Buckler and Emma Markwell, who are both on extended sick leave)	10/3/85 - 4/3/86	\$3.35/hr.
CHRISTIAN, ANTHONY	Standing I Probation	Assistant Manager (\$1,000 of individual's salary is assigned to Desegregation funds)	9/25/85	\$14,000.00
CRAIL, VICKY L.	Wage Payroll	General Office Worker (Hours will vary from 20 to 30 hrs. per week)	9/12/85 - 3/12/86	\$3.35/hr.
GREGORY, REGINA A	Wage Payroll	Catering (Not to exceed 100 hrs. per month)	9/18/85 - 3/19/86	\$3.35/hr.
MARKWELL, JACQUELINE G.	Wage Payroll	Catering	9/18/85 - 3/19/86	\$3.35/hr.
RUSSELL, DANNY JOE	Wage Payroll Replacement	General Cafeteria Worker (Replacing Allin Keeton to, 427)	9/30/85 - 3/30/86	\$3.35/hr.
WILLIAMSON, MICHAEL JOSEPH	Transfer Wage Payroll	From 20 hrs./week Concession Worker to 40 hrs./week General Cafeteria Worker	9/30/85 - 2/30/86	\$3.35/hr.
<u>Physical Plant Administration</u>				
AUXIER, GEORGE	Wage Payroll	Engineer	10/1/85 - 11/30/85	\$15.00/hr.
CONN, CYRIL C	Title Change	From Working Night Foreman to Night Maintenance Supervisor	9/1/85	\$19,936.00

11/10/85

## P E R S O N N E L   A C T I O N S

Page: 034

05/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ADMIN. & FISCAL SER., DIV. OF				
<u>Physical Plant Administration</u>				
JANSILL, BETTY L	Title Change	From Storeroom Clerk to Purchasing Clerk	9/1/85	\$13,133.00
BRINSLEY, CHARLES E.	Supplementary II	Consultant-Button Staying Receive 1% of contract amount for services in analyzing & inspection of work completed--50% after award/50% upon completion	7/22/85 - Completion	\$1,199.60
HAMILTON, FREEMAN J	Title Change	From Assistant to Director to Utilities Superintendent	9/1/85	\$23,121.00
PEDERSEN, KAREN RENEE	Wage Payroll Replacement	Secretary (Temporary) (Replacing Wilma Lewis - \$10,331)	5/12/85 - 10/4/85	14.00/hr.
PEDERSEN, KAREN RENEE	Wage Payroll Replacement Continuation	Secretary (Temporary) (Replacing Wilma Lewis - \$10,331)	10/4/85 - 10/31/85	\$4.00/hr.
RHODES, CINDY LOU	Standing I Reclassification Promotion Title Change Salary Adjustment	From Clerk Typist II to Work Control Specialist	9/1/85	\$12,000 (\$2,173 inc)
<u>Power Plant</u>				
HILDEBRAND, ROGER LEE	Title Change	From Lead Power Plant Operator to Heating and Water Plant Supervisor	9/1/85	\$17,440.00
HOWARD, JIMMY RAY	Resignation	Water Plant Operator	9/29/85	\$14,368.00

10/10/85

## P E R S O N N E L   A C T I O N S

Page: 035

08/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ADMIN. & FISCAL SER., DIV. OF				
<u>Build. Maint.-Mechanical Shop</u>				
BUNGARDNER, JAMES ELWOOD	Standing I New Position Transfer Promotion Salary Adjustment	From Custodian to Appliance Repairer	9/1/85	\$12,000 (\$2,034 inc)
<u>Build. Maint.-Carpenters</u>				
JENART, JIMMY	Title Change	From Working Carpenter Foreman to Carpenter Supervisor	9/1/85	\$16,285.00
HOLBROOK, TERRY E.	Wage Payroll	Carpenter	10/7/85 - 12/31/85	\$5.00
HOLBROOK, WILLIE MASKELL	Wage Payroll	Carpenter	10/7/85 - 12/31/85	\$5.00/hr.
HOWARD, CLIFTON	Wage Payroll	Laborer	10/7/85 - 12/31/85	\$3.50/hr.
ISOM, TIMOTHY WAYNE	Wage Payroll	Laborer	10/7/85 - 12/31/85	\$3.50/hr.
LOWE, SHANE WILLIAM	Wage Payroll	Laborer	10/7/85 - 12/31/86	\$3.50/hr.
MABRY, THOMAS ALLEN	Wage Payroll	Laborer	10/7/85 - 12/31/85	\$3.50/hr.
MOORE, RANDY	Wage Payroll	Laborer	10/7/85 - 12/31/85	\$3.50/hr.
PARKER, RICHARD ALLEN	Wage Payroll	Painter	9/1/85 - 10/31/85	\$4.00/hr.
ROYSE, EMIL R	Wage Payroll	Laborer	10/7/85 - 12/31/85	\$3.50/hr.
SLONE, IVAN	Wage Payroll	Laborer	10/7/85 - 12/31/85	\$3.50/hr.
WHITT, CHARLES	Wage Payroll	Carpenter	10/7/85 - 12/31/85	\$5.00/hr.

10/10/85

## P E R S O N N E L   A C T I O N S

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08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ADMIN. & FISCAL SER., DIV. OF				
<u>Landscaping &amp; Grounds Maint.</u>				
BUTTS, HERMAN CHALMERS	Title Change	From Working Grounds Foreman to Grounds Supervisor	9/1/85	\$13,905.00
COHN, JAMES EDWARD	Wage Payroll	Laborer	9/1/85 - 10/31/85	\$3.35/hr.
COHN, PAUL DAVID	Continuation	Groundsman	9/1/85 - 10/31/85	\$3.35/hr.
HANSOURNIA, MAJID	Wage Payroll	Laborer	8/26/85 - 9/31/85	\$3.35/hr.
NEWTON, RICHIE BRUCE	Wage Payroll	General Services (20 hrs. per week)	9/9/85	\$3.35/hr.
REEDER, JAMES R	Wage Payroll	Laborer	8/26/85 - 9/31/85	\$3.35/hr.
REITZ, THOMAS WILLIAM	Wage Payroll	Laborer	8/26/85 - 9/31/85	\$3.35/hr.
STEVENS, JAMES ALLEN	Wage Payroll	Groundsman	8/14/85 - 10/31/85	\$3.35/hr.
<u>Custodial</u>				
CORNETT, CECIL W	Title Change	From Lead Custodian to Custodial Supervisor	9/1/85	\$11,715.00
FRILEY, LANA E.	Title Change	From Lead Custodian to Custodial Supervisor	9/1/85	\$11,211.00
GILLIAN, MICHAEL LEE	Wage Payroll	Custodian	9/23/85 - 6/30/86	\$3.35/hr.
HARRIS, DAVID ALLEN	Wage Payroll	Custodian	10/1/85 - 5/30/86	\$3.35/hr.
ROYSE, CONITA J.	Wage Payroll	Custodian	9/23/85 - 6/30/86	\$3.35/hr.
ROYSE, PHYLLIS	Wage Payroll	Custodian	9/23/85 - 5/30/86	\$3.35/hr.
SLOAN, LINDA FAYE	Wage Payroll	Custodian	9/23/85 - 6/30/86	\$3.35/hr.
STEVENSON, VERNON L.	Standing I Replacement Probation	Custodian (Replacing Timothy Halterbrand - \$9,966)	9/18/85	\$9,966.00
STOKLEY, RONALD NEIL	Wage Payroll	Custodian	10/1/85 - 5/30/86	\$3.35/hr.

10/10/85

## P E R S O N N E L   A C T I O N S

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09/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ADMIN. & FISCAL SER., DIV. OF				
<u>Custodial</u>				
MADELL, ORVILLE L.	Title Change	From Working Custodian Foreman to Custodial Superintendent	9/1/85	\$17,510.00
MOSEBROW, IHA	Wage Payroll	Custodian	9/23/85 - 6/30/86	\$3.35/hr.
<u>Concessions</u>				
ARMSTRONG, DENITA GAY	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
BLACK, K. DIANE	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/14/85 - 5/2/86	\$3.35/hr.
BOYD, DANNY	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
BRUNSON, JOHN J	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/26/85 - 5/2/86	\$3.35/hr.
CALIN, TERRY MICHAEL	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
CALIN, TERRY MICHAEL	Release	Concession Worker	9/19/85	\$3.35/hr.
COMBESS, ROBERT LESTER	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
DAVIS, DWAYNE ALLEN	Wage Payroll	Concession Worker (100 hrs. or less per month)	08/14/85 - 05/02/86	\$3.35/hr.
DAVIS, STEPHANIE JEAN	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/14/85 - 5/2/86	\$3.35/hr.

10/10/85

## PERSONNEL ACTIONS

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04/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ADMIN. & FISCAL SER., DIV. OF <u>Concessions</u>				
JEHART, CHERYL RENEE	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	3/14/85 - 5/2/86	\$3.35/hr.
JEHART, DANIEL WOODROW	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
DONAHUE, LORA JEAN	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	3/14/85 - 5/2/86	\$3.35/hr.
ESTEP, DALE WAYNE	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	3/14/85 - 5/2/86	\$3.35/hr.
EVANS, BRIAN CHRISTOPHER	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
FIELD, ALLAN ROBERT	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
FOUCH, RUTH PAULINE	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
GEARHART, FERRY LEE	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
HAMILTON, SONYA LYNN	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
HARRIS, REBECCA JANE	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	3/14/85 - 5/2/86	\$3.35/hr.
HOWARD, JOLENE	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	3/14/85 - 5/2/86	\$3.35/hr.
HOWARD, JOLENE	Release	Concession Worker	9/19/85	\$3.35/hr.



10/10/85

## P E R S O N N E L   A C T I O N S

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08/13/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ADMIN. & FISCAL SER., DIV. OF				
<u>Concessions</u>				
JOHNSON, JOSEPH SEAN	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
KING, TERRY ELWOOD	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
LEWIS, LISA GAIL	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/14/85 - 5/2/86	\$3.35/hr.
LEWIS, RICKY D.	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
LEWIS, RICKY D.	Release	Concession Worker	9/25/85	\$3.35/hr.
MCCLEESE, EDDIE VENTON	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
MCCLEESE, EDDIE VENTON	Wage Payroll Transfer Replacement	Concession Worker (From 20 hr. to 40 hr.) (Replacing Richard Stevens - \$3.35/hr.)	7/30/85 - 2/14/86	\$3.35/hr.
MOSS, JENNIFER	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
OVERSTREET, ANDREA	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
PERRY, DEBBIE SUE	Release	Concession Worker	7/19/85	\$3.35/hr.
PERRY, DEBBIE SUE	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/14/85 - 5/2/86	\$3.35/hr.
PLAICK, BEVERLY	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.

10/10/85

## P E R S O N N E L   A C T I O N S

Page: 040

08/13/85 thru 10/04/85

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ADMIN. & FISCAL SER., DIV. OF				
<u>Concessions</u>				
PLANK, JOYCE JANENE	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
PLANK, MARY KIMBERLY	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
PLANK, MARY KIMBERLY	Release	Concession Worker	9/19/85	\$3.35/hr.
ROBBINS, CINDY	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/14/85 - 5/2/86	\$3.35/hr.
ROE, RODNEY VINCENT	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	3/14/85 - 5/2/86	\$3.35/hr.
STEVENS, RICHARD BRIAN	Release	Concession Worker	9/19/85	\$3.35/hr.
VANHOOSE, JASON STEPHEN	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
WALTERS, STEVEN MICHAEL	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
WEDDINGTON, SHARON LYNN	Wage Payroll	Concession Worker (100 hrs. or less per month)	3/14/85 - 5/2/86	\$3.35/hr.
WEDDINGTON, SHARON LYNN	Release	Concession Worker	9/25/85	\$3.35/hr.
WHITE, TERRY E	Wage Payroll	Concession Worker (100 hrs. or less per month)	8/14/85 - 5/2/86	\$3.35/hr.
WILLIAMSON, MICHAEL JOSEPH	Wage Payroll	Concession Worker (Not to exceed 100 hrs. per month)	8/14/85 - 5/2/86	\$3.35/hr.

08/15/85 thru 10/04/85

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>ADMIN. &amp; FISCAL SER., DIV. OF</u>				
<u>ADUC Cafeteria</u>				
BLANTON, THELMA	Transfer	From General Worker, Alumni Tower Cafeteria, to General Worker, ADUC Cafeteria	3/19/85	\$9,570.00
DAVIS, JOAN I	Transfer	From Cashier, Alumni Tower Cafeteria, to Cashier, ADUC Cafeteria	8/19/85	\$9,570.00
KEETON, ALLIN RICHARD	Transfer	From General Worker, Alumni Tower Cafeteria, to General Worker, ADUC Cafeteria	8/19/85	\$6,427.00
MARWELL, RHONDA G.	Salary Adjustment	General Worker	3/15/85	\$9,099 (\$529 inc)
<u>Alumni Tower Cafeteria</u>				
BLACK, SUSAN HOOD	Release	General Cafeteria	8/28/85	\$6,247.00
<u>University Store</u>				
DESKINS, BONNIE GAY	Wage Payroll	Extra Cashier (For book rush)	5/19/85 - 8/27/85	\$3.35/hr.
HOWARD, TERESA LYNN	Wage Payroll	Extra Cashier (For book rush)	8/19/85 - 8/29/85	\$3.35/hr.

MISSION/LONG-RANGE PLAN COMMITTEE

Recommendation

That the Board dissolve the Mission/Long-Range Plan Committee recommended by the President and approved by the Board of Regents at its meeting on April 26, 1985, with appointments to that committee made by the President and Former Chairman of the Board, Mr. Mike Duncan.

## Exhibit IX

### TENURE STATUS OF SPECIFIC MEMBERS OF THE FACULTY

#### Background

As a part of a continuing upgrade of the university personnel data system, a verification of the tenure status of members of the MSU faculty and staff was conducted. In order to verify tenure dates, the Office of Personnel Services checked the personnel files and employment contracts of "tenured" faculty and staff to the official minutes and actions of the Board of Regents. Under KRS 164.360 and KRS 164.365, exclusive jurisdiction for the granting of tenure is conferred upon the Board of Regents.

Upon the completion of the research, a number of faculty and staff previously notified of their "tenure" status through employment contracts have apparently never been recommended for tenure to the Board of Regents of MSU by the President, nor apparently approved by the Board of Regents for tenure.

#### Recommendation

This information is provided with the recommendation that the Board of Regents direct University Legal Counsel to advise the Board of the tenure status of these individuals.

Blair, Shirley S.  
Brengleman, Russell M.  
Busroe, Fred M.  
Clark, William T.  
Duncan, Gretta A.  
Eversole, Richard G.  
Fryman, Johnnie G.  
Gould, Robert B.  
Grindstaff, Colleta Y.  
Gurley, Betty J.  
Hanrahan, John J.  
Jackson, Broadus B.  
Johnston, Glenn E.  
Louder, Earle L.  
Lucke, Edward J.  
Mangrum, Jessie R.  
Mann, James D.  
Miller, Rodney D.  
Mueller, Fredrick  
Osborne, Francis H.  
Payne, Essie C.  
Payne, John W.  
Quisenberry, James E.  
Roberts, Meade S.  
Rogers, Glenn C.  
Sweeney, Harry F.  
Wells, Sue S.  
Wilson, Jack E.  
Young, Don B.  
Edinger, Dennis

Education  
Physical Sciences  
Bio. & Env. Sciences  
Geo., Gov. & History  
Education  
Bio. & Env. Sciences  
Mathematics  
Geo., Gov. & History  
Education  
Eng., For. Lang. & Phil.  
Geo., Gov. & History  
Geo., Gov. & History  
Mathematics  
Music  
HPER  
Education  
Mathematics  
Education  
Music  
Psychology  
Eng., For. Lang & Phil.  
Education  
Communications  
Ind. Ed. & Tech.  
Eng., For. Lang. & Phil.  
HPER  
Education  
Communications  
Alumni Relations  
Education

Exhibit X

PERSONNEL ACTIONS

Recommendation

That the Board approve the attached personnel actions from the period of March 6, 1986, thru March 20, 1986.

**P E R S O N N E L   A C T I O N S**

**March 6, 1986 thru March 20, 1986**



## DEFINITIONS OF ACTIONS

Standing I	Appointment to full-time faculty, administrative, or staff (exempt or non-exempt) position. Employed through permanent budget funds with benefits fully covered. Regular status.* No ending date.
Standing II	Appointment to part-time administrative or staff (exempt or non-exempt) position. Employed through permanent budget funds with no benefits. Non-Regular status.*** No ending date.
Fixed-Term I	Appointment to full-time faculty or staff (exempt) position for more than six (6) months but less than one (1) year. May be employed through Soft Money** with benefits fully covered. Regular status.* Terminable after one year.
Fixed-Term II	Appointment to full-time or part-time (up to one (1) year) faculty position or special project for less than six (6) months. May be employed through Soft Money** or available permanent budget funds, with no benefits. Non-Regular status.*** Terminable after one (1) year.
Supplementary I	Additional contract obligation in supplement to original agreement ( <u>adds calendar time</u> ) for faculty or staff (exempt or non-exempt) currently Standing I or II appointments. For example, Summer I & II appointments or 9-month appointment extended to 10, 11, or 12 month appointment. Regular status* with benefits fully covered.
Supplementary II	Additional contract obligation in supplement to Standing I, II or Fixed Term I appointment ( <u>same contractual period</u> ). For example, administrators teaching night classes or on-the-road payment. Should not handle overtime. Regular status* with benefits fully covered.
Visiting Appointment	Faculty with "visiting" as part of title. Can be full or part-time. Limited to one year. Employed through Soft Money** with no benefits. Non-regular status.***
Wage Payroll	Temporary assignment for staff (exempt or non-exempt) position or special project. Ending date less than six months. Terminable at six months if full-time. May be employed through Soft Money.** Non-regular*** status with no benefits.

\* Regular status is a faculty or staff member who is appointed to a full-time position that will exist for more than six consecutive calendar months with the exception of continuance.

\*\* Soft Money is defined as non-recurring funds from University or external funds.

\*\*\* Non-Regular status is a faculty or staff member who works less than full-time or who works full-time but is not appointed to a position that will last more than six consecutive months.

3/21/86

PERSONNEL ACTIONS

Page: 01

03/03/86 thru 03/20/86

Administrative Unit/  
None

ATHLETICS, OFFICE OF

Football

JONES, GLENN

----- Action -----

----- Description -----

Effective  
Date

----- Salary -----

Resignation

Assistant Football Coach

3/31/86

\$16,800.00

~~Swimming and Cross Country~~  
OVERSTREET, CARLE LLOYD

Reclassification  
Replacement

From Interim Men's &  
Women's Swimming & Cross  
Country Coach to Men's &  
Women's Swimming & Cross  
Country Coach (Replacing  
Bob Willey - \$19,926)

3/5/86

\$19,926.00

07/21/86

P E R S O N N E L A C T I O N S

Page: 002

03/06/86 thru 03/20/86

Administrative Unit/  
Name

----- Action -----

Effective  
Date

----- Salary -----

## UNIV. RELATIONS, OFFICE OF

ASST. TO PRESIDENT, UNIV. of KEN

ALLISON, JEFF BRVAA	Wage Payroll	Laborer (To work 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$100.00
COOPER, JIM GYNNITE	Supplementary I	Administrative Secretary (To work 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$340.48
FURNISH, MARK R	Wage Payroll	Laborer (To work 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$100.00
HEDGECOCK, RICHARD LEE	Supplementary I	Sports Information Director (To work 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$150.00
HOLDEN, JOSE	Wage Payroll	Laborer (To work as usher during 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$150.00
ROBINSON, THOMAS CHRISTOPHER	Wage Payroll	Laborer (To work hospitality room during 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$150.00
STROBILICH, LEONARD ECKL	Wage Payroll	Laborer (To work 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$100.00
WEIGERT, REITH JAY	Supplementary I	Head Athletic Trainer (To work 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$250.00
WYCK, JULIAN G.	Supplementary I	Director, Public Information (To work Press gate during 16th Regional Basketball Tournament)	3/10/86 - 3/18/86	\$150.00

03/21/86

## PERSONNEL ACTIONS

Page: 003

05/06/86 thru 03/20/86

Administrative Unit/  
NAME

----- Action -----

----- Description -----

Effective  
Date

----- Salary -----

## UNIV. RELATIONS, OFFICE OF

Office of Alumni Relations

JAMES, SHERI DENISE

Probation Completed

Secretary I

2/15/86

\$8,410.00

03/21/86

## P E R S O N N E L   A C T I O N S

Page: 104

03/06/86 thru 03/20/86

Administrative Unit/  
Name

----- Action -----

----- Description -----

Effective  
Date

----- Salary -----

## STUDENT DEVELOPMENT, DIV. OF

Off. Career Plan. and Place.

BLANKENBUEGLER, DIXIE L

Transfer  
Title Change  
Salary Adjustment  
ReplacementFrom Sec. II, Grad. &  
Spec. Acad. Programs to  
Sec. I, Career Plan. &  
Placement (Replacing Ruth  
Davis - #12,550)

4/1/86

\$10,538 (\$659 Dec.)

Office of Residence Education

BALDWIN, RONDA LOUISE

Probation Completed

Residence Hall Director

2/1/86

\$13,000.00

LOTHILL, DENNIS R.

Probation Completed

Residence Hall Director

2/12/86

\$13,000.00

BROWN, MARY CHARLES

Resignation

Residence Hall Night  
Assistant (Probation  
completed 3/1/86)

3/1/86

\$5,220.90

EVANS, JEFFREY DALL

Probation Completed

Residence Hall Custodian

3/1/86

\$9,966.00

HILL, MELINDA W.

Probation Completed

Residence Hall Director

2/12/86

\$13,000.00

THOMAS, LESLIE KARAN

Probation Completed

Residence Hall Director

2/12/86

\$13,000.00

THOMAS, MICHAEL CHANFL

Probation Completed

Residence Hall Night  
Assistant

3/1/86

\$6,592.00

WRIGHT, RANDY L.

Probation Completed

Residence Hall Night  
Assistant

3/1/86

\$6,592.00

Residence Office

MILLANEY, ELMA JEAN

Wage Payroll

Night Assistant

3/14/86 - 5/17/86

\$3.35/hr.

05/21/85

P E R S O N N E L   A C T I O N S

Page: 005

03/06/86 thru 03/20/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
STUDENT DEVELOPMENT, DIV. OF				
<u>Custodial-Residence Hall Serv</u>				
CHAPMAN, CAIL JEAN	Probation Completed	Residence Hall Custodian	12/1/85	\$9,966.00
GANT, MARSHALL L.	Probation Completed	Residence Hall Custodian	12/10/85	\$9,966.00
HURT, WILLIE	Probation Completed	Residence Hall Custodian	12/01/85	\$9,966.00

03/21/86

## PERSONNEL ACTIONS

Page: 006

03/01/86 thru 03/20/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<b>GRAD. &amp; SPEC. ACAD. PROGRAMS</b>				
<u>Off. Dean, Grad. &amp; Spec. Acad.</u>				
FRANKLIN, JERRY RUDOLPH	Supplementary II	Assistant Professor, Education (To administer final exam in Pikeville for the Florida Perform. Measurement System)	3/3/86	\$100.00
<u>Alleganachian Development Center</u>				
BYLUM, ROBERT A	Supplementary II	Assoc. Prof., Sociology (Consultant for Ombudsman Workshop)	3/19/86	\$50.00
JUSTICE, ROBERT ARTHUR	Resignation	General Management Consultant	4/11/86	\$23,943.00
MORROW, CHARLES H	Supplementary II	Assoc. Prof., Psychology (Consultant for Ombudsman Workshop)	3/17/86	\$50.00
<u>Off. of Extended Campus Progs.</u>				
FLORES, BEN V	Supplementary II	Professor, Mathematics (To revise a maximum of 5 examinations for Correspondence Study at \$50 each)	1/1/86 - 3/31/86	\$300.00
GIFFORD, JAMES M	Supplementary II	Executive Director, Jesse Stuart Foundation (To provide instruction in the Elderhostel Program at Carter Caves.)	2/23/86 - 2/28/86	\$200.00
HAMMONS, CHARLES FODDER	Supplementary II	Professor, Mathematics (Community Education instruction -- \$10/hr. x 12 hrs. instruction x 3 weeks + 5 hrs. prep.)	3/6/86 - 5/16/86	\$180.00

05/21/86

## PERSONNEL ACTIONS

Page: 007

05/06/86 thru 05/20/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<b>GRAD. &amp; SPEC. ACAD. PROGRAMS</b>				
<u>Off. of Extended Campus Programs</u>				
MCMILLAN, TANARA L	Supplementary II	Instructor, Horsemanship (Community Education Horseback riding instruction--\$10/hr. x 2 hrs. instruction x 5 weeks + 1 hr. prep.)	3/6/86 - 5/16/86	\$220.00
<u>Upward Bound - Trio</u>				
EDINGER, JUDITH ANNE	Supplementary I	Learning Specialist (Consultant to Upward Bound for 3 Saturdays at \$100/day)	3/23/86 - 4/12/86	\$300.00
EDINGER, JUDITH ANNE	Fixed Term I	Acting Coordinator of Upward Bound (Replacing Diane Labor, Coordinator, \$25,246)	5/15/86 - 7/31/86	\$1,809/mo.
LABOR, DIANE S	Resignation	Upward Bound Coordinator	3/27/86	\$25,246.00



03/21/86

## PERSONNEL ACTION

Page: 008

03/06/86 thru 03/20/86

Administrative Unit/ Fund	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<b>PROFESSIONAL STUDIES, COLL. OF</b>				
<b>Business and Economics</b>				
BREITZ, LARRY CECIL	Fixed Term II	Lecturer (To teach RIAL 345-(01))	1/15/86 - 5/17/86	\$900.00
SPRALLING, KENI A	Resignation	Secretary I	3/31/86	\$9,567.00
<b>Education - Academic Affairs</b>				
DARILL, RICHARD V.	Supplementary II	Professor, Education (To teach Ed.F. 600 - Ashland--Time on road pay)	1/15/86 - 5/17/86	\$662.00
HANCOCK, FRANKLIN M	Supplementary II	Professor, Philosophy (To teach F05E 613 - Pikeville--Time on road pay)	1/15/86 - 5/17/86	\$1,022.00
MATTHEW, FRANKLIN M	Supplementary II	Professor, Philosophy (Overload pay for F05F 613 - Pikeville)	1/15/86 - 5/17/86	\$900.00
THOMAS, LAM S	Supplementary II	Professor, Education (To teach EDUC 656 -- Prestonsburg--Time on road pay)	1/15/86 - 5/17/86	\$790.00

02/24/86

## PERSONNEL ACTIONS

Page: 009

02/06/86 thru 03/20/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<b>APPLIED SCI. &amp; TECH., COLL. OF</b>				
<b>HOME ECONOMICS</b>				
ELAN, FUTH ANN	Wage Payroll	Secretary	3/17/86 - 4/18/86	\$3.35/hr.
<b>Ind. Educ. &amp; Technology</b>				
BACON, GERALD THOMAS	Supplementary II	Associate Professor (To teach MFT 399 - Ashland)	2/24/86 - 5/17/86	\$662.00

03/21/86

## PERSONNEL ACTIONS

Page: 010

03/06/86 thru 03/20/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
<b>ADMIN. &amp; FISCAL SER., DIV. OF</b>				
<b>Office of Computing Services</b>				
DAVIS, RUTH STILLINGS	Transfer New Position	From Admin. Secretary, Career Plan. & Placement, to Administrative Secretary, Computing Services	4/1/86	\$12,150.00
PATRICK, MATTIE LETH	Promotion Title Change Salary Adjustment Replacement	From Programmer to Data Base Systems Analyst (Replacing Deborah Atkinson, Manager - \$30,900)	3/10/86	\$24,000 (\$4,945 Inc)
<b>Office of WWKY Radio</b>				
JURKE, ROBIN L	Wage Payroll	Secretary (Replacing Patricia Morris - \$8,235)	3/10/86 - 4/4/86	\$4.00/hr.
NORRIS, PATRICIA LOUISE	Release	Secretary I (Extended probation completed 3/14/86)	3/14/86	\$8,235.00
<b>Office of Food Services</b>				
LEWIS, MARK ALAN	Wage Payroll Replacement	General Cafeteria Worker (Replacing Vicki Crail - \$3.35/hr.)	3/17/86 - 9/17/86	\$3.35/hr.
<b>ASUC Cafeteria</b>				
COLLEY, MARIE C	Retirement	Cafeteria General	3/31/86	\$9,478.00

03/21/86

## PERSONNEL ACTIONS

Page: 011

03/06/86 thru 03/20/86

Administrative Unit/  
Name

----- Action -----

----- Description -----

Effective  
Date

----- Salary -----

ADMIN. &amp; FISCAL SER., DIV. OF

Golf Course

HOWARD, STEVEN EDWARD

Wage Payroll

Golf Course Shop Worker

3/9/86 - 3/15/86

\$3.35/hr.

Exhibit XI

QUARTERLY FINANCIAL STATUS REPORT

Background

KRS 164.420 provides that a financial report shall be issued to the Board of Regents on at least a quarterly basis. In accordance with that statute, financial statements have been prepared with information as of February 28, 1986.

Recommendation

It is recommended that the Board accept the financial statements for Morehead State University.



BUSINESS SERVICES

207 HOWELL-MCDOWELL AD. BLDG.  
MOREHEAD, KENTUCKY 40351  
TELEPHONE 606-783-2115

March 7, 1986

Dr. Herb. F. Reinhard, President  
Members of the Board of Regents  
Morehead State University  
Morehead, Kentucky 40351

Dear Dr. Reinhard and Members of the Board:

I am submitting to you the Balance Sheets for Morehead State University at February 28, 1986, and the related Statement of Current Fund Revenues and Expenditures for the eight months then ended.

These statements have been prepared on an accrual basis and present fairly the financial position of Morehead State University at February 28, 1986 and the current fund revenue and expenditures for the eight months then ended.

Respectfully submitted,

Michael R. Walters, CPA  
Director of Business Services

MRW:nb

Enclosures

## Statement of Current Fund Revenues and Expenditures

Page: 001

## Morehead State University

For the 8 months ending 02/28/86

	Unrestricted	Restricted	Total
<b>REVENUES</b>			
Tuition and fees	6,500,868.96	0.00	6,500,868.96
Gov't Appropriations	16,202,824.34	0.00	16,202,824.34
Private Gifts	0.00	0.00	0.00
Indirect Cost Reimb.	3,472.98	0.00	3,472.98
S&S of Ed. Activities	312,191.60	0.00	312,191.60
Other Sources	429,215.17	0.00	429,215.17
Auxiliary Enterprise	5,507,160.44	0.00	5,507,160.44
Restricted Current	0.00	4,210,480.63	4,210,480.63
<b>Total CURRENT REVENUES</b>	<b>28,955,733.49</b>	<b>4,210,480.63</b>	<b>33,166,214.12</b>
<b>EXPENDITURES AND MANDATORY TRANSFERS</b>			
<b>EDUCATION AND GENERAL</b>			
INSTRUCTION	7,234,407.31	426,869.95	7,661,277.26
RESEARCH	4,571.89	12,304.35	16,876.24
PUBLIC SERVICE	476,941.57	525,087.31	1,002,028.88
LIBRARY	223,708.61	38,589.17	262,297.78
ACADEMIC SUPPORT	867,754.56	23,398.32	891,152.88
STUDENT SERVICES	2,221,159.09	150,715.22	2,371,874.31
INSTITUTIONAL SUPPORT	3,716,792.73	62,577.98	3,779,370.71
OPERATIONS AND MAINTENANCE OF PLANT	2,670,414.35	5,779.68	2,676,194.03
STUDENT FINANCIAL AID PROGRAM	612,134.15	2,808,503.00	3,420,637.15
<b>Sub-Total EDUCATION AND GENERAL</b>	<b>18,627,884.26</b>	<b>4,054,224.98</b>	<b>22,682,109.24</b>
MANDATORY TRANSFERS	943,803.81	0.00	943,803.81
<b>Total EDUCATION AND GENERAL</b>	<b>19,571,688.07</b>	<b>4,054,224.98</b>	<b>23,625,913.05</b>
<b>AUXILIARY ENTERPRISES</b>			
EXPENDITURES	3,867,919.57	156,255.65	3,924,175.22
MANDATORY TRANSFERS	156,620.00	0.00	156,620.00
<b>Total AUXILIARY ENTERPRISES</b>	<b>3,924,539.57</b>	<b>156,255.65</b>	<b>3,980,795.22</b>
<b>Total EXPENDITURES AND MANDATORY TRANSFERS</b>	<b>23,396,227.64</b>	<b>4,210,480.63</b>	<b>27,606,708.27</b>

MOOREHEAD STATE UNIVERSITY  
FY 1985-86 BALANCE SHEET  
FEB. 28, 1986

PAGE: 101

1 Current Funds	ASSETS			LIABILITIES & FUND BALANCE	
	CURRENT YEAR	PRIOR YEAR		CURRENT YEAR	PRIOR YEAR
10 Unrestricted			10 Unrestricted		
101 Cash	7,795,927.16	7,271,541.65	201 Accounts Payable	5,905.97	151,476.70
102 Accounts Receivable	1,683,734.22	1,511,624.33	202 Accrued F/R W/H	89,839.75	773,410.28
103 Inventories	1,207,782.93	684,190.99	205 Due To Other Funds	78,211.61	-205.40
			206 Other Accruals	0.00	0.00
			209 Contingent Liability	570,308.64	521,397.59
			TOTAL LIABILITIES	744,265.96	1,446,079.17
			301 Fund Balance	9,943,178.35	8,021,277.80
TOTAL Unrestricted	10,687,444.31	9,467,356.97	TOTAL Unrestricted	10,687,444.31	9,467,356.97
11 Restricted Current			11 Restricted Current		
101 Cash	144,152.34	527,803.02	201 Accounts Payable	438,268.97	402,118.00
102 Accounts Receivable	524,734.41	345,985.61	202 Accrued F/R W/H	0.00	0.00
			203 Unearned Revenues	123,347.36	138,261.39
			206 Other Accruals	11,905.61	0.00
			TOTAL LIABILITIES	573,521.94	546,379.48
			303 Rest. Fund Balance	668,886.77	327,409.15
TOTAL Restricted Current	668,886.77	873,788.63	TOTAL Restricted Current	668,886.77	873,788.63
TOTAL Current Funds	11,356,331.03	10,341,145.60	TOTAL Current Funds	11,356,331.03	10,341,145.60



NORFOLK STATE UNIVERSITY  
FY 1985-86 BALANCE SHEET  
FEB. 28, 1986

PAGE: 002

2 Loan Funds	ASSETS			LIABILITIES & FUND BALANCE	
	CURRENT YEAR -----	PRIOR YEAR -----		CURRENT YEAR -----	PRIOR YEAR -----
20 NDSL			20 NDSL		
101 Cash	130,811.35	117,204.74	201 Accounts Payable	0.00	75,000.00
102 Accounts Receivable	2,720,406.43	3,243,368.74	205 Due To Other Funds	0.00	151.46
	-----	-----		-----	-----
			TOTAL LIABILITIES	0.00	75,151.46
			302 Loan Fund Balance	2,851,217.74	3,215,422.02
				-----	-----
TOTAL NDSL	2,851,217.74	3,360,573.48	TOTAL NDSL	2,851,217.74	3,360,573.48
	-----	-----		-----	-----
21 Nursing Loans			21 Nursing Loans		
101 Cash	5,406.48	6,763.78	201 Accounts Payable	0.00	0.00
102 Accounts Receivable	71,366.48	77,610.00		-----	-----
	-----	-----	TOTAL LIABILITIES	0.00	0.00
			302 Loan Fund Balance	76,772.96	84,393.78
				-----	-----
TOTAL Nursing Loans	76,772.96	84,393.78	TOTAL Nursing Loans	76,772.96	84,393.78
	-----	-----		-----	-----
TOTAL Loan Funds	2,927,990.74	3,444,967.26	TOTAL Loan Funds	2,927,990.74	3,444,967.26
	=====	=====		=====	=====

MORFELAD STATE UNIVERSITY  
 FY 1985-86 BALANCE SHEET  
 FEB. 28, 1986

PAGE: 003

5 Endowment Funds	ASSETS			LIABILITIES & FUND BALANCE	
	CURRENT YEAR -----	PRIOR YEAR -----		CURRENT YEAR -----	PRIOR YEAR -----
50 Endowment			30 Endowment		
101 Cash	1,671.92	1,501.92	301 Fund Balance	2,374.50	2,284.50
102 Accounts Receivable	702.58	702.58		-----	-----
TOTAL Endowment	2,374.50	2,284.50	TOTAL Endowment	2,374.50	2,284.50
-----	-----	-----	-----	-----	-----
TOTAL Endowment Funds	2,374.50	2,284.50	TOTAL Endowment Funds	2,374.50	2,284.50
-----	=====	=====	-----	=====	=====

MCPIHEAD STATE UNIVERSITY  
FY 1985-86 BALANCE SHEET  
FEB. 28, 1986

PAGE: 004

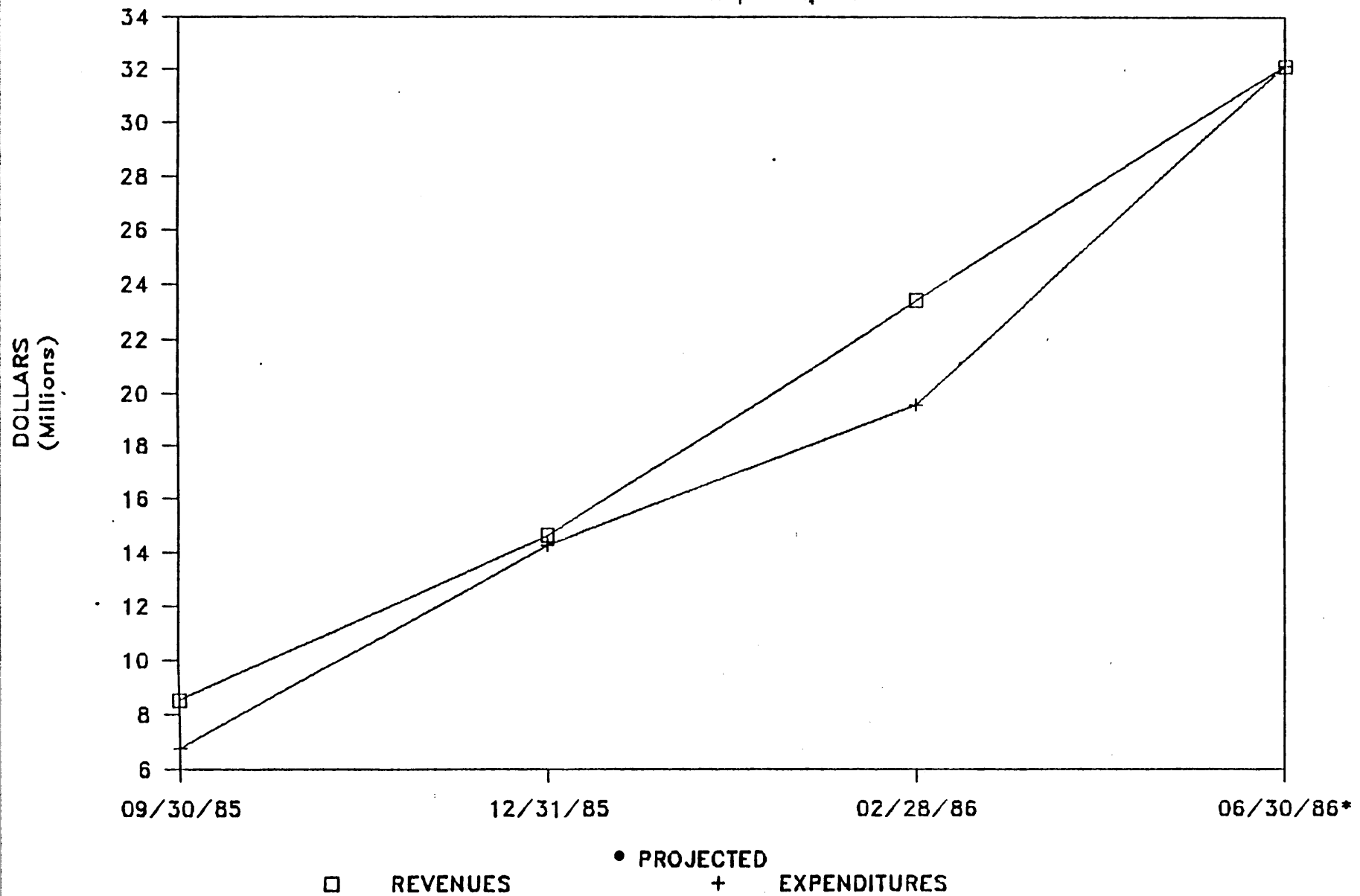
4 Plant Funds	ASSETS			LIABILITIES & FUND BALANCE	
	CURRENT YEAR -----	PRIOR YEAR -----		CURRENT YEAR -----	PRIOR YEAR -----
40 Unexpended			40 Unexpended		
101 Cash	1,164,852.05	1,182,630.07	201 Accounts Payable	0.00	0.00
	-----	-----	TOTAL LIABILITIES	0.00	0.00
			304 Plant Fund Balance	1,164,852.05	1,182,630.07
				-----	-----
TOTAL Unexpended	1,164,852.05	1,182,630.07	TOTAL Unexpended	1,164,852.05	1,182,630.07
	-----	-----		-----	-----
41 Renewal/Replacement			41 Renewal/Replacement		
101 Cash	514,035.18	570,610.98	304 Plant Fund Balance	522,777.68	450,145.98
102 Accounts Receivable	8,742.50	79,535.00		-----	-----
	-----	-----	TOTAL Renewal/Replacement	522,777.68	450,145.98
TOTAL Renewal/Replacement	522,777.68	450,145.98		-----	-----
	-----	-----			
42 Ret. of Indebtedness			42 Ret. of Indebtedness		
101 Cash	739,859.63	1,398,590.09	304 Plant Fund Balance	2,810,082.46	3,488,856.11
102 Accounts Receivable	2,070,222.83	2,090,266.02		-----	-----
	-----	-----	TOTAL Ret. of Indebtedness	2,810,082.46	3,488,856.11
TOTAL Ret. of Indebtedness	2,810,082.46	3,488,856.11		-----	-----
	-----	-----			
43 Investment In Plant			43 Investment In Plant		
109 Fixed Assets	90,831,360.33	88,157,711.45	208 Long Term Liabilities	25,275,000.00	26,740,000.00
	-----	-----		-----	-----
			TOTAL LIABILITIES	25,275,000.00	26,740,000.00
			304 Plant Fund Balance	65,556,360.33	61,417,711.45
				-----	-----
TOTAL Investment In Plant	90,831,360.33	88,157,711.45	TOTAL Investment In Plant	90,831,360.33	88,157,711.45
	-----	-----		-----	-----
TOTAL Plant Funds	95,329,072.52	93,279,343.61	TOTAL Plant Funds	95,329,072.52	93,279,343.61
	=====	=====		=====	=====

MOREHEAD STATE UNIVERSITY  
FY 1965-66 BALANCE SHEET  
FEB. 28, 1966

PAGE: 005

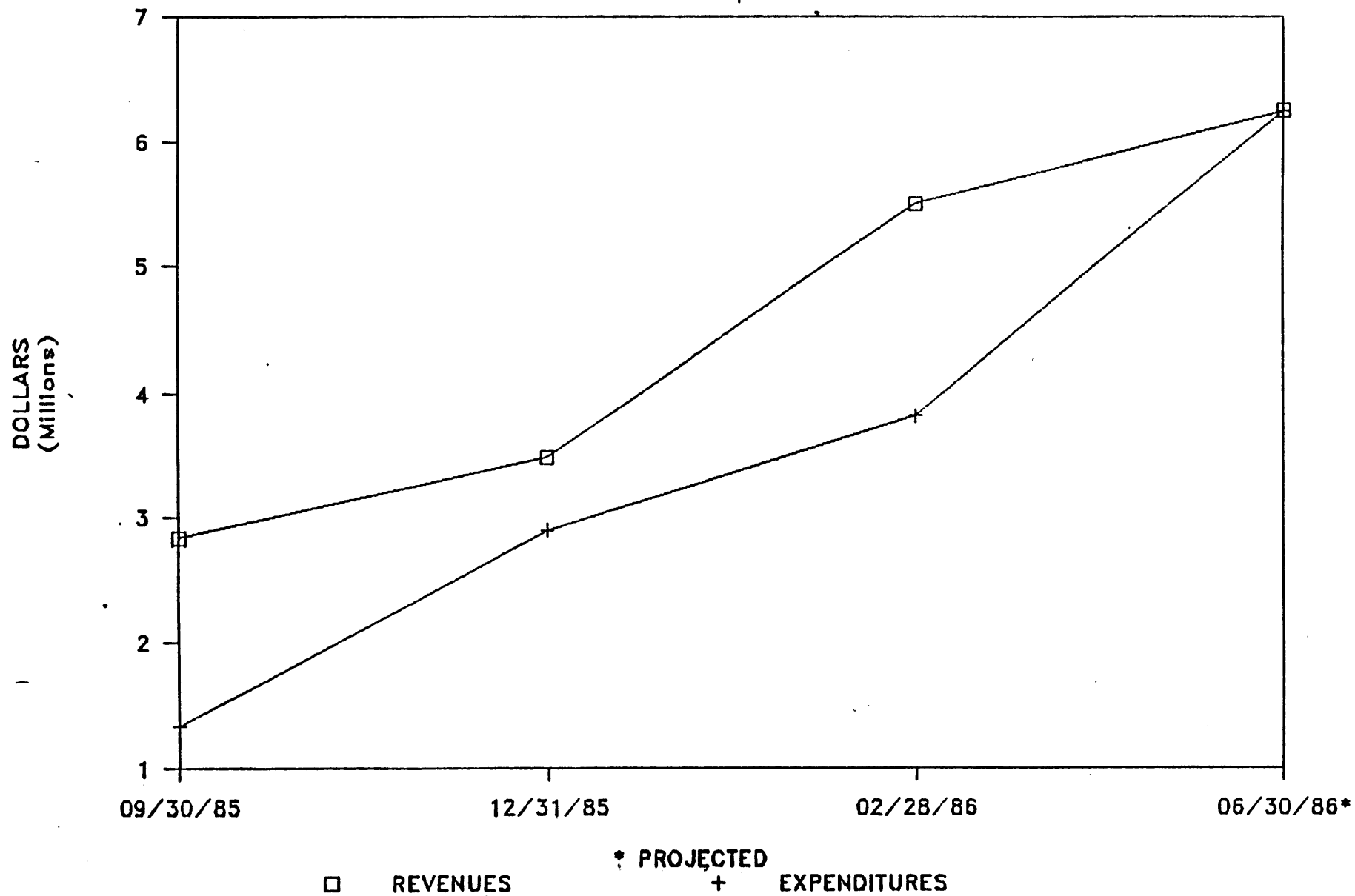
Agency Funds	ASSETS			LIABILITIES & FUND BALANCE	
	CURRENT YEAR	PRIOR YEAR		CURRENT YEAR	PRIOR YEAR
50 Club Accounts			50 Club Accounts		
101 Cash	38,352.02	36,606.68	201 Accounts Payable	4,302.01	492.66
	-----	-----	204 Deposits Held/Others	34,050.01	36,114.02
			205 Due To Other Funds	0.00	0.00
				-----	-----
TOTAL Club Accounts	38,352.02	36,606.68	TOTAL LIABILITIES	38,352.02	36,606.68
	-----	-----		-----	-----
51 Scholarship Account			51 Scholarship Account		
101 Cash	104,100.73	17,162.40	201 Accounts Payable	0.00	10,326.00
102 Accounts Receivable	20,000.00	71,873.10	204 Deposits Held/Others	104,100.73	78,709.50
	-----	-----		-----	-----
TOTAL Scholarship Account	104,100.73	89,035.50	TOTAL LIABILITIES	104,100.73	89,035.50
	-----	-----		-----	-----
52 Deposit Account			52 Deposit Account		
101 Cash	121,041.81	110,291.39	201 Accounts Payable	8,791.80	-125.00
102 Accounts Receivable	325.00	325.00	204 Deposits Held/Others	112,575.01	110,741.39
	-----	-----		-----	-----
TOTAL Deposit Account	121,366.81	110,616.39	TOTAL LIABILITIES	121,366.81	110,616.39
	-----	-----		-----	-----
53 Consolidated Agency			53 Consolidated Agency		
101 Cash	609,050.99	659,996.23	201 Accounts Payable	72,676.68	12,282.92
102 Accounts Receivable	0.00	554,238.32	204 Deposits Held/Others	533,623.43	1,199,200.75
	-----	-----	205 Due To Other Funds	2,750.88	2,750.88
				-----	-----
TOTAL Consolidated Agency	609,050.99	1,214,234.55	TOTAL LIABILITIES	609,050.99	1,214,234.55
	-----	-----		-----	-----
54 Federal Programs			54 Federal Programs		
101 Cash	0.00	0.00	204 Deposits Held/Others	0.00	0.00
	-----	-----		-----	-----
TOTAL Federal Programs	0.00	0.00	TOTAL LIABILITIES	0.00	0.00
	-----	-----		-----	-----
TOTAL Agency Funds	872,870.55	1,450,493.12	TOTAL Agency Funds	872,870.55	1,450,493.12
	=====	=====		=====	=====

# Educational & General Comparison of Revenues & Expenditures



# Auxiliary Enterprises Comparison

## of Revenues & Expenditures



## 1986-87 OPERATING BUDGET OPTIONS

### Background

As directed by the Board of Regents at the March 11, 1986, Special Meeting, options to reduce the Morehead State University operating budget to maintain a balanced 1986-87 budget are being presented. The options outlined attempt to preserve, to the extent possible, essential operating levels for 1986-87; while funding the fixed and unavoidable costs of the university; meeting the legal and statutory obligations of the university; preserving funds for salary increases for faculty and staff; and maintaining existing employee benefit and insurance programs. Each of the four options presented make use of the special non-recurring \$500,000 general fund appropriation recommended by Governor Collins and expected to be included in the first year of the Commonwealth's 1986-88 biennial expenditure plan. These funds will assist the university preserve its essential academic program offerings until enrollment trends are reversed and the respective tuition and housing revenue bases return to previous levels.

As previously presented to the Board, an anticipated shortfall in tuition and housing revenues, coupled with increases in fixed and unavoidable costs, will require the university to take steps to reduce expenditures, raise revenues, or through a combination of both, address a \$1,662,217 budget problem for 1986-87. Early admissions data for 1986, and the extremely small 1985 freshman class matriculating to a small sophomore class, requires that we plan for an enrollment in 1986-87 of approximately 9 percent less than the current year.

Applying the \$500,000 special state appropriation to the budget problem necessitates that other revenue options and expenditure reductions of \$1,162,217 be considered. Thus in the four options presented, the alternatives begin at the \$1,162,217 level. The revenue options and the expenditure options as presented can be modified, adjusted, or reassembled in a manner to reflect additional "options." We feel, however, that the four options are viable expenditure reduction and revenue raising alternatives worthy of consideration and discussion to address the budget problem we face. \*

In the event revenues exceed our projected levels, a plan for their expenditure may be presented during the 1986-87

fiscal year to restore programs and services reduced or to enhance other programs of the institution.

**Attachments:**

Options I, II, III, IV

1986-87 Budget Preparation Parameters

**Recommendation**

That the Board of Regents approve Option I, and the 1986-87 Budget Preparation Parameters which are attached. Further, that the President prepare an operating budget recommendation to the Board based on the general parameters of Option I and the 1986-87 Budget Preparation Parameters. And further, that a personnel roster be prepared and presented to the Board in accordance with the 1986-87 Budget Preparation Parameters. The 1986-87 Operating Budget and Personnel Roster is to be presented at the next regularly scheduled meeting of the Board.



OPTIONS TO OFFSET 1986-87 POTENTIAL  
REVENUE SHORTFALLS AND FIXED COST INCREASES

SHORTFALL/FIXED COST INCREASES	OPTION I (\$1,162,217)
REVENUE OPTIONS	
Increase in Fees/Charges	
Faculty/Staff Housing -\$5/month increase	\$3,460
Parking Fees -from \$15/semester to \$25/semester yr. <i>Correction</i>	\$36,000
TOTAL NEW INCOME	<u>\$39,460</u>
ADDITIONAL EXPENDITURES TO BE REDUCED	<u>(\$1,122,757)</u>
EXPENDITURE REDUCTIONS	
Athletics Recommends a reduction in the University's Intercollegiate Athletic Program from Division I to Division II. Grant-in-Aid and personnel costs will be reduced accordingly.	
Total Athletic Reduction	\$151,300
Student Development Elimination of 17 residence hall night assistant positions. Consolidation of 13 residence halls into 10 will permit the elimination of 3 residence director positions and 3 custodial positions.	\$87,887
Total Student Development Reduction	<u>\$239,187</u>
Academic Affairs Reduce farm expenditures.	<u>\$86,687</u>
The Institute for Public Service Eliminate the Appalachian Development Center but maintain obligations in the region. This will result in a budget reduction of \$329,000. Restructure the University's delivery of public service to the region by creating effective July 1, 1986 an Institute for Public Service as part of the Division of Academic Affairs. Provide \$100,000 for the Institute's operation. Appalachian Development Center functions will be incorporated into the academic departments of the University to be coordinated by a Director for the Institute for Public Service. Net budget reduction of \$229,000.	\$229,000

*minimum  
increase  
student  
fee -  
only  
paid  
to st  
+ for*

*314,700 228,700  
821 314,700  
232,700 314,700  
68,000 68,000  
68,000 14  
82*

Reduced Positions - A total of 13 vacant faculty and staff positions will be eliminated and other operating adjustments and realignments will be made. Funds from these positions and adjustments will be reallocated within the Division of Academic Affairs to be used for salary adjustments, equity adjustments and acquisition of equipment.

	\$0	358,330
Total Academic Affairs Reduction	\$315,687	was over inequities
Administrative and Fiscal Services		
Reduction of 5 positions, salary savings from hiredowns and other operating budget adjustments will be made.	\$192,375	
Total Administrative & Fiscal Services Reduction	\$192,375	
President's Office		
Elimination of 1 professional staff position.	\$44,970	
Total President's Office Reduction	\$44,970	
University Relations		
Elimination of 1 professional staff position.	\$15,838	
Total University Relations Reduction	\$15,838	
TOTAL EXPENDITURE REDUCTIONS	\$1,122,757	
BALANCE	\$0	

OPTIONS TO OFFSET 1986-87 POTENTIAL  
REVENUE SHORTFALLS AND FIXED COST INCREASES

OPTION II

SHORTFALL/FIXED COST INCREASES

(\$1,162,217)

REVENUE OPTIONS

Increase in Fees/Charges

Student Activity Fee \$72,810  
-from \$30/semester to \$40/semester  
to support general student services

Student Health Fee <sup>+ 5 semester</sup> ~~from \$15/semester to \$20/semester~~ *Corrections* 36,405  
\$36,405

Student Housing \$70,480  
-from \$425/semester to \$440/semester  
-from \$415/semester to \$430/semester

Married Student Housing \$9,562  
-\$5/month increase

Faculty/Staff Housing \$3,460  
-\$5/month increase

Parking Fees <sup>30</sup> ~~from \$15/semester to \$25/semester~~ *year Corrections* 18,000  
\$36,000

TOTAL NEW INCOME

\$228,717

ADDITIONAL EXPENDITURES TO BE REDUCED

(\$933,500)

EXPENDITURE REDUCTIONS

Athletics

Recommends an expenditure reduction in the  
University's Athletic Program. The program  
will remain at the Division I level.

\$82,800

Total Athletic Reduction

\$82,800

Student Development

Elimination of 17 residence hall night  
assistant positions.

\$151,300

Consolidation of 13 residence halls into 10 will  
permit the elimination of 3 residence director  
positions and 3 custodial positions.

\$87,887

Total Student Development

\$239,187

Academic Affairs

A total of 13 vacant faculty and staff positions  
will be eliminated and other operating adjustments  
and realignments will be made within the division.

\$358,330

Total Academic Affairs Reduction

\$358,330

*Remaining  
at Div. I  
less of a  
reduction  
than we  
reasoned  
by with C.*

*2:270  
discuss  
in Acad  
aff.*

Administrative and Fiscal Services	
Reduction of 5 positions, salary savings from hiredowns and other operating budget adjustments will be made.	\$192,375
	<hr/>
Total Administrative & Fiscal Services Reduction	\$192,375
President's Office	
Elimination of 1 professional staff position.	\$44,970
	<hr/>
Total President's Office Reduction	\$44,970
University Relations	
Elimination of 1 professional staff position.	\$15,838
	<hr/>
Total University Relations Reduction	\$15,838
 TOTAL EXPENDITURE REDUCTIONS	 \$933,500
	<hr/>
BALANCE	\$0
	<hr/> <hr/>

OPTIONS TO OFFSET 1986-87 POTENTIAL  
REVENUE SHORTFALLS AND FIXED COST INCREASES

	OPTION III
SHORTFALL/FIXED COST INCREASES	<u>(\$1,162,217)</u>
REVENUE OPTIONS	
Increase in Fees/Charges	
Student Activity Fee	\$72,810
-from \$30/semester to \$40/semester to support general student services	
Student Health Fee	\$36,405
-from \$15/semester to \$20/semester	
Student Housing	\$70,480
-from \$425/semester to \$440/semester -from \$415/semester to \$430/semester	
Married Student Housing	\$9,562
-\$5/month increase	
Faculty/Staff Housing	\$3,460
-\$5/month increase	
Parking Fees	\$36,000
-from \$15/semester to \$25/semester <i>yr. Correction</i>	
TOTAL NEW INCOME	<u>\$228,717</u>
ADDITIONAL EXPENDITURES TO BE REDUCED	<u>(\$933,500)</u>
EXPENDITURE REDUCTIONS	
Athletics	
Reduces the University's Intercollegiate Athletic Program from Division I to Division III. All athletic grants-in-aid will be eliminated and personnel costs reduced accordingly.	\$694,313
Total Athletic Reduction	<u>\$694,313</u>
Student Development	
Elimination of 17 residence hall night assistant positions.	\$151,300
Consolidation of 13 residence halls into 10 will permit the elimination of 3 resident director positions and 3 custodial positions.	\$87,887
Total Student Development	<u>\$239,187</u>
TOTAL EXPENDITURE REDUCTIONS	<u>\$933,500</u>
BALANCE	<u><u>\$0</u></u>

OPTIONS TO OFFSET 1986-87 POTENTIAL  
REVENUE SHORTFALLS AND FIXED COST INCREASES

	OPTION IV
SHORTFALL/FIXED COST INCREASES	<u>(\$1,162,217)</u>
EXPENDITURE REDUCTIONS	
Athletics	
Across the Board Decrease	\$54,624
Student Development	
Across the Board Decrease	\$213,848
Academic Affairs	
Across the Board Decrease	\$584,596
Administrative and Fiscal Services	
Across the Board Decrease	\$273,121
President's Office	
Across the Board Decrease	\$17,433
University Relations	
Across the Board Decrease	\$18,595
TOTAL EXPENDITURE REDUCTIONS	<u>\$1,162,217</u>
BALANCE	<u>\$0</u> =====

An "Across the Board" budget cut will result in a 3.6% reduction in each major areas' operating budget. Various alternatives to making these adjustments will be applied. Examples include the elimination of vacant positions, the elimination of some currently filled positions and other operating adjustments and realignments.

## 1986-87 Budget Preparation Parameters

### Continuation Budget/Reallocations

The 1986-87 Operating Budget should provide a continuation level of support for all operating expense line items, i.e., travel, supplies, repairs and maintenance, etc. However, budget units will be permitted to make adjustments between line items, not to exceed total current year levels of support.

### Fixed Costs

The budget should address the fixed, unavoidable, and legal and statutory financial obligations of the university. Financial aid scholarships and grants would be funded to insure that current obligations and planned expansion commitments are provided. The budget should insure adequate funds are available to maintain a program of employee benefits, and fund increased liability and worker compensation premiums.

### Salary Adjustments

That the university plan to increase the regular university salary base by 5 percent. Distribution of the salary funds for regular university employees will be in accordance with guidelines as developed and approved by the President's Executive Cabinet.

Other wage line items, i.e., graduate assistants stipends, workshop funds, overtime, temporary employees will be maintained at essential levels.

**BANKING SERVICES  
1986-87**

**Background**

Morehead State University is required by KRS Chapters 41 and 164A, to designate a depository bank for all funds collected. The methods of selecting that bank are contained in KRS Chapter 45A, Kentucky Model Procurement Code.

Using the guidelines for competitive negotiation of contracts in KRS 45A.085, Morehead State University requested proposals from the Peoples Bank of Morehead, The Morehead National Bank, and the Citizens Bank of Morehead. The proposal period was July 1, 1985, to June 30, 1986, with an option to extend the agreement for one additional one-year period ending June 30, 1987.

On March 1, 1985, proposals from the three local banks were opened, reviewed independently by various Administrative and Fiscal Services staff members and a weighted analysis of those independent reviews was made.

Based upon the results of that analysis process and approval by the Board of Regents, a memorandum of agreement was entered into with The Peoples Bank of Morehead to provide the University's banking services for the period July 1, 1985, to June 30, 1986. The services rendered to Morehead State University by The Peoples Bank have been in compliance with the terms of that memorandum of agreement and have proven to be a most satisfactory arrangement.

**Recommendation**

It is recommended that the option for extension of this agreement be exercised, covering the fiscal year beginning July 1, 1986, to June 30, 1987. Before the expiration of that agreement, Morehead State University will again request proposals from the three local banks to provide this service for the fiscal year beginning July 1, 1987.



## CONTRACT FOR STUDENT HEALTH CARE

### Background

Morehead State University has traditionally contracted for medical services provided on campus for students through the Caudill Health Clinic. Morehead Clinic, a local physician-owned clinic, was awarded a one-year contract through Board of Regents' action for the period July 1, 1985, through June 30, 1986. A provision of the current contract calls for a renewal option for up to two additional one-year extensions, both parties agreeing. An administrative review of the basic medical services provided has resulted in a very positive evaluation and the recommendation to renew that contract with Morehead Clinic with a minor reduction in the service.

### Recommendation

That the Board of Regents approve a one-year extension of the contract with the Morehead Clinic for the period July 1, 1986, through June 30, 1987, for a total of \$99,742 pending approval by the Legislature's Personal Service Contract Review Committee.



March 11, 1986



234 Medical Circ  
Morehead, Kentucky 40351  
Phone: (606) 784-664

G. Gary Grace  
Vice President for  
Student Development  
Morehead State University  
301 Howell-McDowell Building  
Morehead, Kentucky 40351

Dear Gary:

Thank you for your letter of March 4, 1986 regarding the Caudill Health Center contract renewal for July 1, 1986 fiscal year.

Morehead Clinic is most definitely interested in renewing our contract with Morehead State University for an additional year. The renewal was brought before the Clinic Executive Committee today with a motion passing unanimously to propose the following bid:

- 1985-86 contract amount	\$ 97,850
- plus five (5) percent increase	<u>4,892</u>
Subtotal	102,742
- less reduction in Family Planning	<u>3,000</u>
Total Contract Proposal	<u>\$ 99,742</u>

The above was based on the assumed five (5) percent Faculty salary increase pool. This has been the basis for increases in the contract service dollar amount in the past. The \$3,000 reduction is equal to one-half of the original contract amendment for family planning. Thus, our bid would be \$99,742 for the fiscal year ending June 30, 1987.

If you have any questions regarding the above, please contact me. Thanks again for your interest and cooperation.

Awaiting your response, I remain,

Sincerely,

Jerry A. Lagle, CPA  
Administrator

cc: G.C. Barber, M.D.  
R.H. Doepke, M.D.  
E.G. Scott, M.D.  
E.J. Scott, M.D.

JAL/blc

A MULTI SPECIALTY GROUP MEDICAL PRACTICE SERVING NORTHEASTERN KENTUCKY



VICE PRESIDENT FOR STUDENT DEVELOPMENT

301 HOWELL-MCDOWELL AD. BLDG.  
MOREHEAD, KENTUCKY 40351  
TELEPHONE 606-783-2070

March 4, 1986

Mr. Jerry A. Lagle  
Administrator  
Morehead Clinic  
234 Medical Circle  
Morehead, KY 40351

Dear Jerry:

This letter comes to begin formal discussions with the Morehead Clinic concerning the contract for professional services between Morehead Clinic and Morehead State University. As you know, our current one-year contract provides for renewal options for two additional years with mutual agreement.

Morehead State University is interested in renewing our contract with the Morehead Clinic for July 1, 1986, through June 30, 1987, according to the basic services described in the 1985-86 consultant contract proposal except for one change. As per our discussion on January 31, 1986, due to decreasing patient demand, we are no longer needing two (2) half days of Family Planning Consultation. This service can be reduced to a single, four-hour day per week. No other reduction in basic services is anticipated at this time.

If the Morehead Clinic is also agreeable to renewing the contract with Morehead State University for an additional year, I should appreciate receiving in writing your bid proposal for 1986-87 with the reduction of service stipulated above. Please recognize that our Board of Regents by statute must approve any contract in excess of \$25,000, so your proposal will be reviewed at a subsequent meeting this spring. Should you have questions about this request, please let me know.

Sincerely,

G. Gary Grace  
Vice President for Student Development

jls

cc: President Reinhard  
Mr. Porter Dailey  
Dr. George Barber  
Ms. Jane Blair

# MOREHEAD CLINIC

A MULTI SPECIALTY GROUP  
MEDICAL PRACTICE

234 MEDICAL CIRCLE  
MOREHEAD, KENTUCKY 40351

SERVING NORTHEASTERN KENTUCKY

(606) 784-6641

FAMILY PRACTICE  
GEORGE C. BARBER, M. D.  
KARL SMITH, D. O.

PRESIDENT & MEDICAL DIRECTOR  
EWELL G. SCOTT, M. D.

INTERNAL MEDICINE  
J. HUNTER BLAIR, M. D.  
R. CHADWICK CARPENTER, M. D.  
J. DARVIN MALES, D. O.  
EDWARD J. SCOTT, M. D.  
EWELL G. SCOTT, M. D.

ADMINISTRATOR  
JERRY A. LAGLE, CPA

NEUROLOGY  
ANAND MENONDALE, M. D.

OBSTETRICS/GYNECOLOGY  
ROBERT M. DOERFEL, M. D.  
STEPHEN L. HENLEY, M. D.

OPHTHALMOLOGY  
JANE DICHERMAN, M. D.

ORAL SURGERY  
JOHN I. GRAY, D. M. D.  
KENNETH J. SMITH, D. D. S.

PEDIATRICS  
JAMES E. JACKSON, M. D.

PSYCHIATRY  
RANJIT SINHA, M. D.

SURGICAL CONSULTANTS  
DAVID VICTOR, M. D.  
SHELLEY BENNETT, M. D.  
WARREN PROUDFOOT, M. D.

April 10, 1985

Mr. Larry Stephenson  
Director of Administrative  
Services  
Morehead State University  
University Boulevard  
Morehead, Kentucky 40351

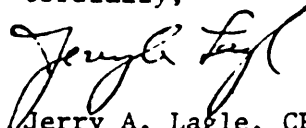
Dear Larry:

Per our conversation of today, I am hereby in agreement to lower Morehead Clinic's bid amount for services at the Caudill Health Center to \$97,850 for the year ending June 30, 1986. As discussed this would reflect the State approved budget increase of three percent that has been allocated for faculty wage increases.

If you need any further information, please contact me. Otherwise, I will await a response from the University regarding acceptance and the next step.

Thank you for your cooperation.

Cordially,

  
Jerry A. Lagle, CPA  
Administrator

cc: G.C. Barber, M.D.  
E.G. Scott, M.D.

JAL/blc

Department ..... Health Services

PURCHASE POSITION

Department

Requisition No. ....

Location .....

To  
Morehead State University  
Division Of Purchases  
(For Internal University Use Only)Date of  
Requisition..... March 5, 1985

Date Delivery Required..... ASAP

Estimated Total Cost.....

Account Number Charged .....

Item No.	Quantity Requested	Unit	Description (Give in Full Detail)	Est. Unit Price	Est. Amount	Suggested Vendor: Names and Addresses
			Request for proposals for a system of delivering			Cave Run Clinic
			health care to students of Morehead State			425 Clinic Drive
			University through the Caudill Health Clinic.			Morehead, KY 40351
			The contract shall be for the period July 1,			
			1985 through June 30, 1986 and may be extended			Morehead Clinic
			for up to two additional one year periods, both			234 Medical Circle
			parties agreeing. Payment to be made in 12			Morehead, KY 40351
			equal monthly installments with each payment			
			being made at the end of the month after ser-			St. Claire Medical Center
			vices have been determined. The provider must			222 Medical Center
			submit monthly invoices for one-twelfth of the			Morehead, KY 40351
			annual contract. List of basic services to be			
			provided follows:			

For clarification or additional information  
contact Larry Stephenson 606-783-2070

Requested by.....

Approved.....

(Head of Department or Authorized Agent)

MSU 107

Caudill Health Clinic  
Consultant Contract  
1985-86 Proposal

Basic Services To Be Provided:-

1. Physician to be Medical Director of Caudill Health Clinic and Consultant to Caudill Health Clinic personnel.
2. Physician to be Assistant Medical Director of Caudill Health Clinic.
3. Medical Director or Assistant Medical Director to meet with the Administrative Director/Head Nurse Supervisor bi-weekly and conduct necessary staff meetings with Caudill Health Clinic personnel as needed.
4. Medical Director to meet with the Vice President of Student Development or be available for consultation with Caudill Health Clinic personnel at any time deemed necessary.
5. A consulting pharmacist available to Caudill Health Clinic personnel.
6. Two physicians or two physician's assistants, under the supervision of a physician to provide medical services to students in the Caudill Health Clinic from 8:00 a.m. to 4:30 p.m., Monday through Friday during the Fall and Spring semesters. (See attached Academic Calendar).
7. One physician or physician's assistant under the supervision of a physician to provide medical services to students from 8:00 a.m. to 4:30 p.m., Monday through Friday during the summer months. (See attached Academic Calendar).
8. Physician supervision will entail the presence of a physician in the Caudill Health Clinic daily in order to review all patient charts and examine patients referred by physician's assistants.
9. Students requiring a physician evaluation before 4:30 p.m., but after the physician has visited the Caudill Health Clinic that day, may visit the physician's office before closing hours or return to the Caudill Health Clinic the next day during regular office hours. Students referred to the physician's office during routine office hours will not be charged for an office visit. Any additional medical services will be at the student's individual expense.

10. The Medical Director or Assistant Medical Director will provide after hour telephone consultations, Monday through Friday, and 24 hour coverage on Saturday and Sunday for any necessary telephone consultations with Caudill Health Clinic personnel.
11. Routine medications and treatments to be prescribed and provided to Morehead State University students under the supervision of the Medical Director.
12. Allergy shots to be administered at the Caudill Health Clinic under the supervision of the Medical Director.
13. Laboratory tests performed at the Caudill Health Clinic will be under the supervision of the Medical Director.
14. Athletic physical examinations will be performed at the Caudill Health Clinic under the supervision of the Medical Director on all intercollegiate athletes in accordance with the rules and guidelines of the National Collegiate Athletic Association. The majority of football physical exams are performed in early August prior to the Fall Semester beginning.
15. Student teacher physical examinations will be performed at the Caudill Health Clinic under the supervision of the Medical Director as requested and in accordance with the guidelines of the Caudill Health Clinic.
16. To provide Family Planning Consultation for Morehead State University students on two days per week, up to maximum of 4 hours per day schedule. Service to be provided by physician or registered nurse/certified midwife under the supervision of the Medical Director. The Administrative Director/Head Nurse Supervisor will determine this schedule.
17. If physician's assistants are provided, Morehead State University prefers one physician's assistant to be a female. Morehead State University reserves the right to approve any or all physician's assistants assigned to the Caudill Health Clinic. This approval must be made by the Vice President for Student Development.
18. Non-University students attending authorized Morehead State University Summer Camps will be afforded available medical services at the Caudill Health Clinic.
19. Additional services to be furnished as suggested by provider at no additional cost.

CONTRACT FOR LEGAL SERVICES

Background

The current Personal Service Contract for legal services with the law firm of Bryan, Fogle and Chenoweth expires June 30, 1986. The current six month contract allows for a maximum payment of legal services of \$10,000. In order to extend the contract for legal services with the firm of Bryan, Fogle and Chenoweth, Board of Regent's approval is necessary as well as the approval of the Personal Service Contract Review Committee of the Kentucky General Assembly. If the contract extension is approved by the Board of Regents, the contract and other appropriate documentation will be presented to the Personal Service Contract Review Committee for their approval.

Recommendation

That the Board approve an extension of the contract for legal services with the legal firm Bryan, Fogle and Chenoweth pending approval by the Personal Service Contract Review Committee. The contract shall be for the period July 1, 1986 - June 30, 1987 in an amount not to exceed \$20,000.



## Exhibit XVII

### SALE OF SURPLUS PROPERTY

#### Background

In accordance with the provisions of KRS.164A adopted by the Board of Regents on October 27, 1982, the University, through the President, may declare surplus and sell any real or personal property which is no longer needed, or has become unsuitable for use. In accordance with that policy, seven (7) used vehicles and one (1) piece of used equipment were sold by sealed bid, netting \$2,901. Also, surplus livestock was sold at public auction, resulting in revenues of \$35,452.42.

#### Recommendation

It is recommended that the Board ratify the sale of the above surplus property.

## WMKY PUBLIC RADIO SIGNAL EXPANSION

### Background

WMKY is licensed to Morehead State University (MSU) and in philosophy and practice the station upholds a strong commitment to the service region. A longstanding and growing concern is that the broadcast coverage cannot serve a greater portion of the University's service region. This concern is heightened by a declining enrollment at MSU at a time when our sister institutions have made significant efforts to expand the coverage area of their broadcast service.

WMKY operates with a power of 50,000 watts on a frequency of 90.3 megaHertz. The primary coverage area is twelve counties with a population of 150,000 people. Murray State University has a 100,000 watt station and Western Kentucky University (WKU) has a 100,000 watt station in Bowling Green and another 100,000 watt station near Somerset. Eastern Kentucky University (EKU) has a 50,000 watt station in Richmond and recently went on the air with a 33,000 watt station in Hazard. These "second stations" have permitted EKU and WKU to provide a broadcast signal into the service region and traditional recruiting area of Morehead State University. At the time EKU and WKU moved to create these second stations, MSU elected not to pursue the project.

WMKY is currently exploring two possibilities for increasing its coverage area. First, through the use of a different antenna at a greater height on the KET tower located in Morehead, and secondly, we are having an engineering consultant conduct frequency searches to determine what frequency and power might be available at various potential second sites in eastern Kentucky. With adequate power at a strategic location, a booster or satellite station would provide a "presence" for MSU in a region already infiltrated by aforementioned radio signals. Alice Lloyd College will soon add its own radio station to this number.

The Federal Communications Commission regulates broadcasting, and getting approval to create or modify broadcast facilities is a lengthy and tedious process. Antenna installation at the current Morehead site might be accomplished within one year while getting a satellite (second) station may take three years. The cost of a directional antenna would be determined from bids but would likely be in the \$25,000 - \$30,000 range.

REPORT  
SALE OF SURPLUS PROPERTY  
JULY 1, 1985 - MARCH 31, 1986

<u>SALE NO.</u>	<u>COMMODITY</u>	<u>METHOD OF SALE</u>	<u>TOTAL PRICE</u>
SS-27-85	Used Castle Sterilizer	Sealed Bid (Cancelled - No bids received - Sold as scrap metal)	2.00
SS- 1-86	(1) Gilt	Public Auction (Stockyard)	118.96
SS- 2-86	(45) Top Hogs, (2) Sows and (2) Gilts	Public Auction (Stockyard)	5,084.02
SS- 3-86	(60) Feeder Pigs	Public Auction (Stockyard)	1,416.91
SS- 4-86	(7) Used Vehicles	Sealed Bid	2,899.00
SS- 5-86	(5) Sows, (2) Gilts, (2) Boars, and (65) Top Hogs	Public Auction (Stockyard)	6,397.91
SS- 6-86	(85) Feeder Pigs	Public Auction (Stockyard)	2,172.00
SS- 7-86	(3) Sows	Public Auction (Stockyard)	414.12
SS- 8-86	(4) Top Hogs	Pre-determined Price	448.50
SS- 9-86	(2) Cows	Public Auction (Stockyard)	597.65
SS-10-86	(63) Top Hogs	Public Auction (Stockyard)	5,675.92
SS-11-86	(87) Feeder Pigs	Public Auction (Stockyard)	1,893.60
SS-12-86	(7) Cull Cows, (2) Ewe Lambs, and (2) Ram Lambs	Public Auction (Stockyard)	831.35
SS-13-86	(53) Top Hogs	Public Auction (Stockyard)	5,184.51

SS-14-86	(2) Gilts, (2) Sows, and (62) Top Hogs	Public Auction (Stockyard)	4,891.37
SS-15-86	(3) Cull Sows	Public Auction (Stockyard)	258.80
SS-16-86	(4) Feeder Pigs	Public Auction (Stockyard)	66.80

Factors such as location and power are major determinants of cost for a booster station, but anticipated costs are in the \$75,000 range. If the frequency search indicates a satellite site not served by any other public radio station, then WMKY would apply for a grant from the Corporation for Public Broadcasting to construct the site. A grant might fund as much as 75 percent of the cost.

WMKY has been a leader at providing practical experience for radio students permitting them to be competitive in the marketplace. These projects will give MSU a much needed "presence" and added exposure.

### Recommendation

That bid proposals be evaluated to determine the feasibility of increasing the WMKY coverage area through the use of a different antenna at a greater height on the KET tower located in Morehead, and that funds for the project be provided in the 1986-87 operating budget of the institution.

Secondly, that the university continue to explore the possibility of a second (booster) station in the region.

## RENAMING OF THE UNIVERSITY CENTER GRILL

### Background

In 1984-85, the Student Association initiated efforts to have the "Grill" completely refurbished and appropriated \$12,000 initially to underwrite the project. With cooperative support from the university and a commitment of financial resources to assist in funding of the project, plans were finalized and work completed over the summer of 1985. The remodeling project included replacement of lighting fixtures, completion of a drop ceiling effect, creation of a raised stage, and installation of paneled walls and flooring. The administration ordered new tables and chairs to match the decor and the Student Association appropriated monies to install decorator blinds to complete the project.

The resulting positive change in the appearance and atmosphere of the "Grill" prompted student interest in having a new name match the new facility. (The snack bar area in the Adron Doran University Center has been informally called the "Grill" for some period of time. No existing records can be found that this name was officially designated, however.) Student Association initiated action in the Fall of 1985 to provide a contest to rename the "Grill" with a modest monetary prize for the winner. Twelve entries were submitted and the Student Association voted the entry, "Grub Club," as its choice.

### Recommendation

That the University Center "Grill" be renamed the "Grub Club" in accordance with the recommendation from the Student Association.

MEMORANDUM

TO: President Reinhard  
Mr. Louie B. Nunn  
Mr. Edward T. Breathitt

FROM: Roberta T. Anderson *RTA*  
Vice President for Academic Affairs

DATE: March 21, 1986

Attached is the requested proposal for Involvement of Public School Personnel in Recruitment Plan for Morehead State University, prepared in consultation with Regent John R. Duncan. Also included is a copy of the Recruitment Intensification Plan developed by Academic Affairs and approved by the President in late November, 1985. The plan was designed to counteract the enrollment decline and was fully funded and implemented in January, 1986. The documents reflect the University's on-going recruitment plan and the activities identified to intensify those efforts. Please note that several of the outreach, communication and on-campus recruiting activities involve public school personnel.

In the interest of brevity, specific detailed College and Department recruitment plans utilized in the development of the final documents are not included in this packet. However, if you wish copies, they can be made available.

If you have questions or wish greater detail, please let me know.

RTA:dm

cc: John R. Duncan

## PROPOSAL

### INVOLVEMENT OF PUBLIC SCHOOL PERSONNEL IN RECRUITMENT PLAN FOR MOREHEAD STATE UNIVERSITY

No recruiting plan for stimulating enrollment at Morehead State University can be effective without the involvement of public school personnel in the recruitment process. Teachers, guidance counselors, principals, and superintendents have the opportunity to directly affect the perception of students concerning the ultimate student choice of an institution of higher education.

With this fact in mind, Morehead State University will intensify its efforts to involve public school personnel in assisting with the recruitment of new students to the institution. It is suggested that the following activities be given serious consideration with the motive of seeking greater support from teachers, guidance counselors, principals and superintendents: (Activities not in priority order)

1. Individual meetings in the local school districts with school district personnel and representatives of the University wherein academic programs, scholarships and other financial aid possibilities, as well as student activities are explained by the University representative. The team from the University involved in this effort would include administrators, faculty, and students. Whenever possible, the MSU personnel on such teams would be those



who have natural ties to the district being visited; for example, a faculty member selected for such service might have been a former student or teacher in the respective district.

2. From these group conferences in the local districts, at least four sessions would be held on the Morehead State University campus with teachers, guidance counselors, principals, and superintendents to explore means whereby the University could improve its services to local school districts. These sessions would provide ample time for social interaction between local school and University personnel.
3. The program in education which prepares future school administrators would be encouraged to include a group of principals, counselors, and superintendents from local schools to serve on an advisory committee to University faculty in educational administration. This would give the public school persons the correct feeling that Morehead State University is seriously interested in their opinions relative to advancement of the Institution.
4. On a regular basis (once a month), the University would telephone local public school administrators to determine

if there are items in which the University can be involved which would be of assistance to the local schools. Included would be students in the local district who are in need of financial aid or academic advisement in order to make a decision to attend college.

5. A program of granting scholarships to the valedictorian of each eastern Kentucky high school should be reconsidered. This type of scholarship will give the University a competitive edge in attracting the top-level students from eastern Kentucky and would give a signal to local administrators that Morehead State University is interested in their students.
6. Morehead State University should intensify its efforts to supply University personnel as speakers to school activities in local public schools such as high school commencement ceremonies, convocations and speech awards days. It is further suggested that the speaker be accompanied by colleagues from MSU. Those MSU representatives could then "mingle" and spread goodwill and good image about MSU with our constituencies throughout the region. MSU personnel should be carefully selected, choosing those persons who will represent the University in the most positive fashion.

7. Morehead State University has many of its personnel who are regularly in the public schools for sundry purposes. All such persons would be identified and encouraged to become involved in an orientation session on techniques of developing better relationships with local school personnel.
8. Many institutions have a large social-only affair in honor of local school teachers. For example, Western Kentucky University's annual fish fry for school leaders has become one of the highlights of the year for these school leaders. It has engendered a strong tie between Western and this important constituency. Morehead State University should give serious consideration to such a program with an eye to the same accomplishment.
9. Morehead State University should continue to utilize efforts to bring programs, speakers, and concerts to the campus and invite local school leaders and their students to these affairs.
10. The University administration should give consideration of establishing an advisory committee made up of selected school superintendents representing MSU's service region

and the University administrators to include the President and Vice Presidents.

11. A directory of school and University personnel with appropriate title and line of responsibility should be exchanged so that communication can be facilitated.

The aforementioned efforts must be supplemented with a daily commitment toward working toward more positive University-Public School relations. The entire MSU campus community must be made to feel that they are a part of an important effort to insure the success of the program.

MOREHEAD STATE UNIVERSITY  
ACADEMIC AFFAIRS  
RECRUITMENT INTENSIFICATION PLAN

The goal of the Division of Academic Affairs is to increase recruiting activities in the Eastern Kentucky and Southern Ohio regions to result in an increase in the number of students enrolling at the University. Our efforts will be to complement and intensify the ongoing recruiting efforts of the Colleges/Departments and University Admissions Office. Additional activities will be coordinated with the Office of Admissions and will be designed to make the most effective use of the fiscal and human University and Community resources. Recruitment intensification activities will be monitored to determine effectiveness.

The following report provides an overview of the major current marketing/recruiting activities conducted by the University. Examples of activities and actions to be initiated to intensify our current efforts are identified throughout the document labeled "Intensification Effort Examples." In most cases, such activities will require additional resources.

The University's primary market area includes Eastern Kentucky, the Lexington/Louisville Metropolitan area, and the border regions of Ohio and West Virginia. The University's secondary market area includes Western Kentucky, the remainder of Ohio and West Virginia, Indiana, and certain specific sections of the Middle Atlantic region.

The objective of initial contact activities conducted by the Admissions Office is to have potential students visit the Morehead State University campus to discuss their educational choice with our staff, faculty, and students. The on campus visit of prospective students, has proven to be the greatest influence in the decision making process to attend MSU. These initial contact activities vary in methodology and effectiveness.

ACTIVITIES

Our marketing program involves a combination of the following activities to achieve its objectives.

I. PERSONAL CONTACT - STUDENT INITIATED:

In this type of contact, a student, or often a parent, contacts the Office of Admissions with a request for literature and information. A prospect card is filled out when the request is received and the appropriate material is

forwarded to the potential student. The students demographic data is entered into the prospect file in the computer. Initial mailings in response to a request normally includes a VIEW booklet, an application and any specific information requested. The contact's name and address is forwarded to the academic area of interest on a roster with mailing labels, normally completed on a bi-weekly printout.

#### Intensification Effort Examples

1. Heighten awareness of the University by increasing the number of written communications with potential students to keep them actively interested in the University.
2. Increase the number of faculty personalized follow-up letters to be sent.
3. Increase the number of personal invitations issued to potential students by MSU faculty to attend or participate in special events or programs conducted at Morehead State University.
4. Initiate and monitor the development of effective publications describing the individual academic departments, their programs, activities, curriculum, and special requirements.
5. Design Department/Program specific models of "follow-up" communication for faculty/departamental response to inquiries.

## II. PERSONAL CONTACT - ADMISSIONS OFFICE INITIATED:

- A. High school visits - a comprehensive high school visitation program conducted by an admissions staff of five recruiters, is in effect within the primary market region. Normally, area high schools restrict individual college visits to one in the Fall and one in the Spring with additional visits limited to college fair programs or other special events. The Admissions Office schedules visits to all eastern Kentucky schools a minimum of twice a year. Those with special needs or requests receive an additional visit. The schools in Ohio and West Virginia that are located within the primary market area receive one visit annually with college fair programs in each county or region making up the second visit. The high school visit has two purposes:

-- To allow the admission's representative to meet and talk individually with interested students who may become candidates for enrollment.

- To develop a rapport with the school faculty and staff so they will relay a positive image of the University to their students and act as a referral agent for our Admissions office.

Intensification Effort Examples

1. Increase visits by faculty/ staff to area high schools for recruiting and related activities.
2. An increased number of Faculty will be asked to participate with admissions staff in area/ regional College Night Programs.
3. Increase faculty participation on area Career Day Programs.
4. Increase student participation in each of the above programs when possible. (Example - student from X county joins faculty on visit to X county high school)
5. Increase alumni participation in recruiting.
6. Increase the number of receptions and activities for high school students and teachers on campus and at various locations within the region.
7. Faculty/staff will intensify their participation in the University's Speakers Bureau Program.
8. Increase faculty involvement in programs/demonstrations/seminars for area high schools highlighting aspects of university activities.

- B. Community College Visits -- The techniques applied in the high school visit hold true for the Community College as well. The schedule varies somewhat due to the special needs of the community college student. The Admissions Office has developed posters and other display material which has been sent to all community colleges in the primary marketing area. Admissions staff visit all of these institutions at least once and normally twice a year. The difference in the visit is that we try to include a faculty representative in each of these visits to be able to discuss the specifics of "transferability" of credit and course work to MSU with the student.

Intensification Effort Examples

1. Updating of transfer catalogs and program information relating to direct transfer programs.

2. Utilization of selected concepts identified in high school recruiting plan (see Section II-A).

C. College Fair Programs -- These programs are fast becoming the largest single marketing effort of many universities. The fairs or programs can be categorized in two groups:

- (1) The local, county, or regional fair. These are usually sponsored by a county school system or community college and scheduled by the state admissions organization to maximize participation by as many colleges as possible. In eastern Kentucky these fairs are a relatively new activity, with many districts preferring to make the individual school visit the main contact style. However, the need to conserve resources and provide better service is beginning to bring Kentucky into line with other states in promoting these programs. The Admissions Office selects those fairs where participation by the target students is high to insure maximum contacts and therefore lowering the cost per student contact.

Intensification Effort Examples

1. Development of adaptable displays promoting MSU.
2. Increased involvement of faculty, staff, students and alumni in college fairs.

- (2) The major college fairs sponsored by the National Association of College Admissions Counselors.

These are very large fairs conducted in approximately twenty major metropolitan areas around the country. Currently no nationally sponsored fair is scheduled in Kentucky. The Cincinnati Fair includes all schools in Southern Ohio and Northern Kentucky. These fairs are very well organized and have a record of very high attendance by students and parents. The cost of participating appears high but the actual individual contact per student cost is low because of the volume of contacts made. The College fairs in our secondary market area are held in Montgomery County, Maryland; Philadelphia; and New Jersey. The total student count participating in college fairs for our market areas (primary and secondary) in 1984-85 was over 45,000.



III. DIRECT MAIL -- Mailing lists of certain segments of the population are used in direct mail activities.

A. The Admissions Office utilizes the following mailing lists.

1. Participants in University sponsored programs such as Boy's State or Industrial Technology campus program or other similar programs on campus.
2. Governors Scholar list in Kentucky.
3. National Merit Semi-Finalists throughout the primary and secondary marketing area.
4. Ethnic minority students from the primary market region and selected population centers in the secondary area from SAT or ACT lists.
5. Other special target groups as resources permit.

One major negative aspect of the direct mail activity is the lack of personal interaction with the student. A goal of any direct mail activity is to bring the student into personal contact with the admissions staff to develop the positive interaction that is the heart of the entire marketing effort.

Intensification Effort Examples

1. Direct mail recruiting letters will be sent from faculty and/or academic administrators to high school students in recognition of an academic or other appropriate achievement. (Example - scholarship nominees list from the National Council of the Teachers of English.)
2. All efforts identified in the intensification plan for personal contact will be utilized (See sections I & II).

IV. TELEMARKETING ACTIVITIES. Phone calls are made as a follow-up to initial contacts. The reinforcement of a second interaction with the recruiting staff or a faculty member after the initial contact contributes greatly toward the students understanding of Morehead's "We care about you" philosophy.

Intensification Effort Example

1. Faculty, staff, and alumni who are from Eastern Kentucky will be asked to make eprson calls to parents, neighbors, principals/counselors to encourage serious consideration of prospective students coming to MSU.
- V. DISPLAYS AND OTHER VISUAL PRINT MATERIALS. Unmanned display boards and stand alone visuals have been developed to assist in a higher recognition level among the primary marketing area public. These displays are placed in shopping malls and public buildings on a rotating basis. The displays have a supply of information request cards attached to each for use by those desiring additional information about Morehead's campus and programs (See Intensification Effort Examples I-4).
- VI. DIRECT MASS MEDIA ADVERTISING. The University currently participates in a video "Viewbook" wherein a video presentation about Morehead State University is distributed to over 900 high schools most of which are in the secondary market area.
- VII. THE MSU AND YOU NEWSLETTER. This publication is sent to all persons on the prospect file who indicate an interest in the following Fall entry point (Fall '86). It is published monthly from November through July and is used as a vehicle to distribute information designed to move the prospective student to the point of enrollment in the Fall term.

IMPLEMENTATION

Attached are proposals submitted by each college for implementing and the additional funding needed to carry out the activities described in this document. The total budget for these proposed activities has been extracted from the college proposals and is presented below in summary form.

BUDGET SUMMARY

<u>Activity</u>	<u>Funds Requested</u>
1. Outreach Programs (travel expenses) \$1,000/Department	18,000
2. Publications/Communications	15,000
<u>Publications</u> - These funds will be retained in the Vice President's Office and allocated through evaluated proposals submitted by each college (\$7,500).	
<u>Communications</u> - Postage alloca- tion will be based on the percentage each Department is allocated from the total Departmental postage budget (\$7,500).	
3. On-Campus Recruitment Intensified Programs	
Arts & Sciences	7,000
Professional Studies	3,750
Applied Sciences and Technology	2,500
	<hr/>
TOTAL	\$46,250

ADDITIONAL FUNDS REQUESTED

The Division of Academic Affairs has reassessed its priorities for the use of non-salary funds and has identified the \$7,500 needed for updating publications as well as the \$18,000 travel expenses.

The amount requested in addition to the funds identified is \$20,750.

RTA/11-22-85

1986 FOUNDERS DAY  
THURSDAY, APRIL 3  
SCHEDULE OF EVENTS

7 a.m.	Fellowship Breakfast	Crager Room
7:25	Program begins Presiding Invocation Music Intoduction Remarks Closing Prayer	Kelli Abner Rev. Harold Tackett First Church of God Choir Dr. Ron Dobler James Stuart Rev. David Hilton
10:25	Convocation and Awards Ceremony Presiding *MSU Alma Mater Presentation of Award Response Introduction Remarks	Button Auditorium Gov. Louie B. Nunn Chamber Singers James Ross Beane conducting President Reinhard Recipient, 1986 Founders Day Award for University Service Gov. Louie B. Nunn Gov. Martha Layne Collins
12:00	Founders Luncheon Presiding Invocation Remarks Music	Crager Room David Bolt Sherman Arnett Gov. Edward T. Breathitt George T. Young
1:30	Open House	Folk Art Museum Claypool-Young Art Building

1986 SPRING GRADUATES

Recommendation-

That the Board approve the awarding of degrees to all candidates who have successfully completed all degree requirements as approved by the faculty of the university at the 1986 Spring Commencement on May 17.